MICHIGAN INCIDENT CRIME REPORTING

MICR

Data Specification Handbook

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MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION I

INTRODUCTION AND GUIDELINES

<u>History</u>

In the 1930's, the International Association of Chiefs of Police (IACP) developed the Uniform Crime Reporting Program to provide a uniform method of aggregating crime in the United States. Due to the great variation in definitions of criminal offenses, standardized definitions were adopted for all offenses to provide nation wide uniformity. Since the development of the UCR program, law enforcements information needs have changed and data processing capabilities have greatly increased while the UCR program remained virtually unchanged.

The Michigan UCR Program was instituted in 1959 when the State police requested all Law Enforcement agencies to voluntarily submit crime data for the purpose of compiling a uniform crime report. The enactment of Michigan Public Act 319 in 1968, spurred the growth of the UCR program by making submission of crime data mandatory. The UCR program collected aggregate (summary) counts of offense and arrest information on all reported crimes.

In 1976, the Michigan UCR program introduced an incident reporting system known as the Law Enforcement Management System (LEMS). It was the intent of LEMS to provide agencies with valid crime data to assist them in the management of their respective departments, but this never became a reality due to state budgetary problems.

In 1979 and 1980, a committee of representatives of the Michigan Association of Chiefs of Police (MACP) and the Michigan Sheriff's Association (MSA) requested that much of the management information collected under LEMS be reduced and only a minimum amount of criminal data (required by the FBI UCR program) be collected. Therefore, the incident system was redesigned, implemented in 1982, and became known as the Incident Reporting System (IRS).

In 1986, the Michigan UCR Program developed an on-line batch program to allow agencies with Law Enforcement Information Network (LEIN) terminals to submit their incident reports. At that time, the UCR program was collecting IRS/UCR information via eight different methods of reporting (incident forms, four different tape formats, punch cards, on-line, summary forms). Accuracy and timeliness of the crime data became an issue. To improve the integrity of the UCR Program, a committee was formed representing the automated contributors of police and sheriff's departments. This committee proposed solutions to ten problems they saw as contributing to the inaccuracy and untimeliness of the UCR data. These proposals included but were not limited to reduction in reporting methods, need for documentation, regular training sessions, monthly newsletters to the agencies, and edit checking by automated agencies.

Since the introduction of LEMS in 1976, the Michigan UCR program has operated dual systems. Ninety-three percent of the contributors participate in the incident system reporting 71% of the state's crime statistics. The remaining 29% is reported by agencies on the summary system. Currently, reporting IRS/UCR data has been reduced to six different methods. Many of the problems identified by the Automated Committee still exist today due to inadequate staffing to handle the manual processes in the UCR program.

National Incident-Based Reporting System (NIBRS)

Following an extensive study requested by the IACP and NSA (National Sheriff's Association), <u>Blueprint for the Future of the Uniform Crime Reporting Program</u> published in 1985, provided the guidelines and specifications used to develop NIBRS. In 1988, this national incident-based system was unanimously endorsed by the Nation's law enforcement community, the FBI Director, and the Attorney General. Implementation of NIBRS began in 1989.

The goals of the National Incident-Based Reporting System have been defined as:

1. To enhance the quantity, quality, and timeliness of crime statistical data collected by the law enforcement community.
2. To improve the methodology used for compiling, analyzing, auditing, and publishing the collected crime data.

NIBRS provides additional information to be collected in the following areas:

- Detailed collection of victim and offender data.
- Collection of drug information.
- Increase in offenses from 8 index crimes to 46 offenses.
- Alcohol/drug involvement in all offenses.
- Crime locations.
- Correlation between reported incidents and arrests.
- Reporting of all offenses occurring in the incident.

NIBRS Group A and Group B Offense Definitions

NIBRS has grouped the 46 offenses into Group A and Group B. The two groupings are based on the amount of reporting required for each by the state program. Both incidents and arrests are reported for Group A offenses and only arrests are reported for Group B offenses. (See Section V for Group A and B offenses.)

The difference in reporting treatment recognizes the inherent qualities of offenses which dictate that some are appropriate indicators of the dimensions and trends in crime on a national scale (Group A) while others are not (Group B).

The following criteria were used in deciding whether a crime was to be designated as a Group A Offense: (1) The seriousness or significance of the offense; (2) the frequency or volume of its occurrence; (3) how widespread the offense occurs in the United States; (4) whether the offense will come to the attention of law enforcement; (5) whether law enforcement is the best channel for collecting data regarding the offense; (6) the burden placed on law enforcement in collecting data on the offense; (7) the national statistical validity and usefulness of the collected data; and (8) the National UCR Program's responsibility to make crime data available not only to law enforcement but to others having a legitimate interest in it.

Michigan UCR Program Redesign

In 1989, the UCR Program with the endorsement of the MACP and MSA, applied for a federal grant from the Bureau of Justice Statistics to redesign the UCR program in Michigan.

It was determined that the UCR Program was in need of a redesign for the following reasons:

- The UCR program can no longer support a dual reporting system. The Auditor General has recommended eliminating the collection of summary data.
- The current incident reporting programs have been modified to correct reporting problems which has resulted in inconsistent data collection.
- The need to reassess the training program.
- The need to resolve the problems/solutions identified by the Automated Committee.
- Pressure from local departments currently looking at in-house computer systems and UCR software.
- The need to further automate the UCR process.
- The need to develop an audit process for the reporting of UCR statistics.

Overview of MICR

The redesign goal of the MICR program is to move the program from the mainframe to a server-based system. The MICR system will be an on-line update system (although the data coming through the DEG will not be processed until each night.). As data is submitted and edited, an acceptance or error message is immediately returned to the submitting agency. The database is immediately updated with the incidents/information which passed all editing.

The screens/record formats are being designed so the majority of the incidents (approximately 95% of all incidents will have one offense, one victim and one offender/arrest) can be entered on one screen/record format. Additional screens/record formats are provided to report additional victims, offenders, arrests, and property.

The screens/record formats for the MICR system will apply to all types of submission of incident data; regardless if data is submitted via the portal or Data Exchange Gateway (DEG). This will decrease the confusion and training of agencies switching from one mode of submission to another.

All reporting agencies in Michigan are now using the MICR system. Approximately 427 agencies submit through the DEG and approximately 70 are submitting through the portal. The remaining reporting agencies are using Michigan State Police's software. That data is forwarded to MICR every Friday night.

MICR will retain two calendar years of data on the on-line MICR database. This will provide less chance of error and duplication in reporting of incident information. The agencies will have access to current year and the most previous year data.

Changes in Incident Reporting

The state program has applied the NIBRS Data Collection Guidelines and Data Submission Specifications to develop the MICR system. Keeping in mind the state programs experience with LEMS, all NIBRS data elements will be collected but not to the extent of the Federal program. The MICR system reflects changes in the current incident system as follows:

1. **Offense File Classes**
   In order to accurately categorize offenses for NIBRS, the current file classes have been expanded. The UCR state program has provided enhanced crime definitions and requirements for each offense. The fields indicating the types of larceny, arson, and motor

vehicle theft have been eliminated as this information will be gathered through other elements. The state program will collect four offenses per incident.

2. **Domestic Assault**
Michigan is required by law to collect domestic assault information. The UCR program has had difficulty providing a meaningful domestic assault report in part due to inconsistent domestic assault definitions, interpretations of the definitions by special interest groups, law enforcement training, etc. Therefore, the MICR system will not contain a domestic assault flag/indicator. Reports will be generated using the offense file class and victim to offender relationships based on the definition/requirements of the interest group requesting the report.

3. **Homicides**
All homicide information will be collected through the incident system. A supplementary homicide report will no longer be submitted. The circumstance information previously collected only on supplementary homicide reports has been expanded to aggravated assault offenses also.

4. **Victim Information**
Victim records will be required for all incidents defined by the FBI as Group A offenses along with Negligent Homicide Vehicle/Boat/Snowmobile and Nonviolent Family Offenses. Types of victims have been expanded to include society, government, religious organizations, and financial institutions.

5. **Property Information**
Property information has been expanded to include seized, counterfeited, burned, and damaged. Property recovered for another jurisdiction will no longer be collected. Arson and motor vehicle theft information will be collected as part of the property record. Collection of drug information will provide some insight on the types and amounts of drugs being seized on a regional and state-wide basis.

6. **Offender Information**
Offender data will be required for all incidents defined by the FBI as Group A offenses including Negligent Homicide Vehicle/Boat/Snowmobile and Nonviolent Family Offenses. Offender information replaces the current suspect information.

7. **Arrest Information**
A clearance field on all arrest records will indicate if the arrest clears more than one incident. In the event of an arrest clearing more than one incident, the current incident system allows the arrest to be submitted on one incident and nothing to be submitted on the other incidents that the one arrest clears. (Inflation of arrest data results if the arrest is submitted on more than one incident.) More accurate clearance rates should be obtained from the MICR system.

8. **Alcohol/Drug/Computer Related**
Offense records will indicate if the offender used alcohol, drugs, and/or computer equipment to perpetrate the offense.

9. **Bias Motivation**
   Federal legislation passed in 1990 and state legislation passed in December 1991, has added the collection of bias motivation information to NIBRS and MICR.

10. **Data Modification**
    The current incident system allows agencies to change information on the database by submitting a supplement with the new information. This will not occur in the MICR system. Very little information can be modified. If the information on the MICR database is incorrect, a "replacement" incident can be submitted which will delete the incident on the database and replace it with the new incident data submitted.

11. **Incident Status**
    The MICR system will not collect information on the status of an incident. The only information required by NIBRS is exceptional clearance and the exceptional clearance date. Unfounded incidents will not be collected in the MICR system. Incidents must be deleted if unfounded after the original was submitted.

Conclusion

The redesign of the incident reporting and uniform crime reporting systems will provide a uniform method of reporting crime information throughout the state. This will result in the ability to share statistical information across the state and provide more detailed information in relation to incidents, victims, offenders, and property. The redesigned system will provide the descriptive characteristics and tools necessary for managing resources, policy analysis, program development and research.

GUIDELINES

OVERVIEW OF DATA SUBMITTED FOR AN INCIDENT

An incident report may consist of many possible combinations of circumstances ranging from a simple situation involving only one offense, one victim and one offender, to a complex set of several offenses, victims, offenders, property losses and arrests. In addition, each of the victims may not be involved in every offense. Nor will all offenders have victimized the same victims.

Definition of Terms

Base Date is January first of the first year of two years of data retained on the on-line MICR database.

Date Range is measured from the current date back to January first of the previous year. For example, if today's date is August 11, 2006, the date range for MICR database will be between January 1, 2005 and August 11, 2006.

Start Date is the date an agency begins submitting MICR data. Agencies were required to begin submitting MICR data on the first of the month, not in the middle.

Window Updates are updates of exceptional clearance, arrests, and/or recovered property for incidents that occurred prior to the agency submitting MICR data or prior to the base date of the

on-line MICR data base. The Exceptional Clearance Date, Date of Arrest, and Date Recovered must occur in the date range for the MICR database.

Incident is defined as one or more offenses committed by the same offender, or group of offenders acting in concert, at the same time and place.

Concept of Time and Place provides if more than one crime was committed by the same person or group of persons and the time and space intervals separating them were insignificant, all of the crimes make up a single incident. The Concept of Time and Place is applied to determine whether a group of crimes constitute a single incident. This is of crucial importance since the application of the concept will determine whether the crimes are to be reported as individual incidents or as a single incident comprised of multiple offenses.

Acting in Concert requires the offenders actually commit or assist in the commission of the crime(s). The offenders must be aware of, and consent to, the commission of the crime(s); or, even if nonconsenting, their actions assist in the commission of the offense(s). This is important because all of the offenders in an incident are considered to have committed all of the offenses in the incident. If one or more of the offenders did not act in concert, then there is more than one incident involved.

Same Time and Place refers to the time interval between the offenses and the distance between the locations where they occurred were insignificant. Normally, the offenses must have occurred during an unbroken time duration and at the same or adjoining location(s). However, incidents can also be comprised of offenses which by their nature involve continuing criminal activity by the same offender(s) at different times and places, as long as the activity is deemed to constitute a single criminal transaction. Because it is not possible to provide instructions which will cover all of the possible fact situations which might occur, in some cases the reporting agency will have to use its best judgment in determining how many incidents were involved.

Special Offense Circumstances

Justifiable Homicide (Offense File Class 0900-4) – Due to circumstances involved in this offense, the justifiable homicide and the offense which gave rise to it are reported as separate incidents. For the justifiable homicide, code the police officer or civilian who killed the criminal as the "offender" and the criminal who was killed as the "victim." These instructions are based on the definition of an "incident" which requires that all of the offenders "act in concert." If the "justified" killer committed another offense in connection with the justifiable homicide (e.g., illegal possession of the gun he/she used), that offense would constitute a third incident (the second being the offense committed by the criminal who was killed).

Offenses Where Participants are Both Victims and Offenders – There are cases such as domestic disputes and bar fights which the participants are both victims and offenders. Technically, these types of cases involve multiple incidents because, although the offenders assaulted each other, it cannot be said that they were "acting in concert," especially in the assault on themselves. To alleviate any burden on police officers to report multiple incidents and most law enforcement will report these cases as a single incident, the Victim to Offender Relationship data element includes the code "VICTIM WAS OFFENDER" to provide a means for reporting these cases as a single incident. However, the agency must decide whether to report these types of cases as a single incident with multiple victims and offenders or as multiple incidents.

Data Retention for MICR

The state program will retain two calendar years data on the on-line MICR database (current plus one previous year). January first of the previous year will be the "base date" for determining on-line MICR database incidents.

For example, if the state program begins accepting MICR data on January 1, 1993, this will be the base date for two years. On December 31, 1994, the on-line MICR database will contain two years of data. In January 1995, a master back-up tape will be created with the 1993 incident data. The 1993 incident data will be removed from the MICR database except for exceptional clearances, arrests and recovered property records that relate to reports that have clearance, arrest and/or recovered dates occurring in 1994.

Record Types

An incident is comprised of six record types involving 61 data elements which describe the circumstances of the incident. Not all record types will be used for each incident but the circumstances of the incident will dictate what record types are used. These six record types include:

1. Administrative – provides administrative information regarding the overall incident. This information is only submitted one time per incident.
2. Offense – provides information about each offense involved in the incident. Up to four offenses can be submitted per incident.
3. Offender – provides information about the offender(s) involved in the incident. Up to 99 offenders can be submitted per incident.
4. Victim – provides information about the victim(s) involved in the incident. Up to 99 victims can be submitted per incident.
5. Arrest – provides information about the arrest(s) involved in the incident. Up to 99 arrests can be submitted per incident.
6. Property – provides information about the various types of property involved in the incident. Up to 999 property items can be submitted per incident.

Screen/Formats

Incident data is submitted to the state program using one to five screens/formats. These five screens/formats include:

1. Incident (MICR.1) – used to submit original incidents which include the administrative, four offenses, one offender, one victim, one arrest and four property items. This screen/format is used for the submission of administrative, offense, one arrest, and four recovered property items for window update records. It can also be used for delete, replace and inquiry transactions. This is the only screen/format which uses the modify action code.

2. Offender (MICR.3) – used to submit additional offender records for an incident. An original incident must be resident on the database. This screen/format is used to delete individual offender records and to inquiry all offender records for an incident.

3. Victim (MICR.5) – used to submit additional victim records for an incident. An original incident must be resident on the database. This screen/format is used to delete individual victim records and to inquiry all victim records for an incident.

4. <u>Arrest (MICR.7)</u> – used to submit additional arrest records for an incident. An original incident must be resident on the database unless the arrest is a window update record. This screen/format is used to delete individual arrest records and to inquiry all arrest records for an incident.

5. <u>Property (MICR.9)</u> – used to submit additional property records for an incident. An original incident must be resident on the database unless the property is a window update record. This screen/format is used to delete individual property records and to inquiry all property records for an incident.

Determining What Data to Submit to MICR

This section explains how to determine what data to send to MICR. For instance, incidents will require different records depending on the start date of the local agency and the base date of the MICR system.

The on-line MICR database will consist of complete incidents with an original date of report occurring in the date range. It will also consist of window update records for those incidents which occurred prior to the base date or prior to the agency start date.

If the original date of report is after the base date and after the date the agency begins submitting MICR data, follow the procedures for Complete Incident Submission. For window update incidents, follow the procedures under Window Update Submissions.

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COMPLETE INCIDENT SUBMISSION

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Original Incident Submission

Original incident submission is used for initial submission of the incident or resubmission if the incident was deleted by the agency or rejected by the state program due to errors.

Original incident data is submitted using the <u>Incident (MICR.1)</u> transaction record with an Action of "O" (ORIGINAL). Administrative and Offense information is required for all original incidents. Victim and Offender information is required for all original incidents with an offense that is defined by the FBI as a Group A offense. If entering a "Crime Against Property," Kidnapping or Gambling, a Property record is also required.

Following are the minimum mandatory data elements which must be entered for each original incident. Completion of other data elements may be required depending on the codes entered in these required data elements.

Element Number   01 – Action (must be "O")
                              02 – Originating Agency Identifier Number
                              03 – Original Year
                              04 – Incident Number
                              05 – County
                              06 – City/Township
                              08 – Date of Occurrence/Report
                              09 – Occurrence/Report Date Indicator
                              10 – Hour Occurred
                              14 – Offense File Class

Element Number   15 – Location Site
(Continued)   16 – Offense Attempted/Completed
                        61 – Incident Complete Indicator

Also required if offense is a Group A offense, Negligent Homicide Vehicle/Boat/Snowmobile, or Nonviolent Family Offenses:

Element Number   17 – Offender Suspected of Using
                        22 – Offender Number
                        26 – Victim Number
                        27 – Victim Connected Offense File Class
                        28 – Victim Type

EXCEPTION: No criminal data to report, see page I – 18.

Adding Incident Information

To add supplemental offenders, victims, arrests and property using the <u>Offender (MICR.3)</u>, <u>Victim (MICR.5)</u>, <u>Arrest (MICR.7)</u>, or <u>Property (MICR.9)</u> transaction record with an Action of "A" (ADD). An original incident must be present on the database before data can be added.

Following are the minimum mandatory data elements required for each type of transaction record. Other data elements are required depending on the supplemental information being added.

Element Number   01 – Action (must be "A")
                        02 – Originating Agency Identifier Number
                        03 – Original Year
                        04 – Incident Number
                        61 – Incident Complete Indicator

Modifying Incident Information

The only information on the incident which can be modified is Exceptional Clearance and Exceptional Clearance Date. Use the <u>Incident (MICR.1)</u> transaction record with an Action of "M" (MODIFY).

Following are the mandatory data elements required to modify the Exceptional Clearance and Exceptional Clearance Date.

Element Number   01 – Action (must be "M")
                        02 – Originating Agency Identifier Number
                        03 – Original Year
                        04 – Incident Number
                        11 – Exceptional Clearance
                        12 – Exceptional Clearance Date
                        61 – Incident Complete Indicator

If an incident was initially entered as exceptionally cleared and needs to be changed so an arrest can be added, the incident may be modified and leave the Exceptional Clearance and Exceptional Clearance Date (data elements 11 and 12) blank. All other information cannot be

modified. To change data in the administrative (excluding exceptional clearance and exceptional clearance date) and offense records, the <u>entire</u> incident must be deleted and re-entered. Individual offender, victim, arrest or property records can be changed by first deleting that individual record and re-entering only that individual record with the correct information.

Replacing Incident Information

To replace incident information, the required data elements must be completed as if entering an original incident. All edits will apply as if entering an original incident. This action will first delete the entire incident on the database and replace it with the information contained in the screen/format after all edit checks have been applied on the replace incident. If there are more than one victim, one offender, one arrest, and/or four property items to be replaced, the additional records must be added after the initial replacement record.

Following are the minimum mandatory data elements which must be entered for each replacement incident. Completion of other data elements may be required depending on the codes entered in these data elements.

Element Number   01 – Action (must be "R")
                          02 – Originating Agency Identifier Number
                          03 – Original Year
                          04 – Incident Number
                          05 – County
                          06 – City/Township
                          08 – Date of Occurrence/Report
                          09 – Occurrence/Report Date Indicator
                          10 – Hour Occurred
                          14 – Offense File
                          15 – Location Site
                          16 – Offense Attempted/Completed
                          61 – Incident Complete Indicator

Also required if offense is a Group A offense, Negligent Homicide Vehicle/Boat/Snowmobile, or Nonviolent Family Offenses:

Element Number   17 – Offender Suspected of Using
                          22 – Offender Number
                          26 – Victim Number
                          27 – Victim Connected Offense File Class
                          28 – Victim Type

WINDOW UPDATE SUBMISSIONS

Supplemental data for incidents reported prior to the two year retention data or for incidents prior to the agency start date will be limited to reporting of additional arrests, recovery of stolen property, and exceptional clearance. Certain information is required so the state program can forward this data on to NIBRS and accurately report this information in the annual report.

All three types of updates must include administrative information and the offense file class(es). An <u>Incident (MICR.1)</u> transaction record must be submitted with data elements:

Element Number   01 – Action (must be "W")
                              02 – Originating Agency Identifier Number
                              03 – Original Year
                              04 – Incident Number
                              05 – County
                              06 – City/Township
                              08 – Date of Occurrence/Report (original date of occurrence)
                              14 – Offense File Class
                              61 – Incident Complete Indicator

Exceptional Clearance

These data elements are also completed on the administrative record if the incident is updated to exceptional clearance:

Element Number   11 – Exceptional Clearance
                              12 – Exceptional Clearance Date

Arrests

These data elements are completed if arrest records are being added to the incident:

Element Number   39 – Arrest Number
                              40 – Arrest Type
                              41 – Arrest Age
                              42 – Arrest Race
                              43 – Arrest Sex
                              44 – Arrest Ethnicity
                              45 – Arrest Residence
                              46 – Arrest Charge
                              47 – Arrest Armed
                              48 – Date of Arrest
                              49 – Multiple Arrest Indicator
                              50 – Disposition of Arrest under 18 (only if arrest is under 18 years old)
                              51 – Clearance Indicator
                              61 – Incident Complete Indicator

If only one arrest is being added to the incident, submit the administrative, offense, and arrest on the <u>Incident (MICR.1)</u> transaction record. If multiple arrests are being added to the incident, first submit the administrative, offense, and one arrest record on the <u>Incident (MICR.1)</u> transaction record. The remaining arrests can be submitted on the supplemental <u>Arrest (MICR.7)</u> transaction record or the <u>Incident (MICR.1)</u> transaction record. Action "W" (WINDOW UPDATE) is used for either transaction records. An <u>Incident (MICR.1)</u> transaction record must be on the database prior to submission of a supplemental <u>Arrest (MICR.7)</u> transaction record.

Recovered Property

These data elements must be completed if property is recovered which was originally reported stolen by your agency:

Element Number   52 – Item Number
                   53 – Property Loss Type (must be "5" RECOVERED)
                   54 – Property Class
                   55 – Property Value
                   56 – Date Recovered
                   57 – Number of Recovered Vehicles (only if Property Description is "03"
                        AUTOMOBILES, "05" BUSES, "24" OTHER MOTOR VEHICLES, "28"
                        RECREATIONAL VEHICLES, or "37" TRUCKS)
                   61 – Incident Complete Indicator

If four or less property items are being updated to recovered, submit the administrative, offense, and property information on the Incident (MICR.1) transaction record. If more than four property items are being updated, first submit the administrative, offense, and four property items on the Incident (MICR.1) transaction record. The remaining property items can be submitted on the supplemental Property (MICR.9) transaction record or the Incident (MICR.1) transaction record. Action "W" (WINDOW UPDATE) is used for either transaction records. An Incident (MICR.1) transaction record must be on the database prior to submission of a supplemental Property (MICR.9) transaction record.

DELETE PROCEDURES

Use the following procedures to delete entire incidents or individual records in the incident. The information must have been submitted prior to deletion or an error will occur.

Administrative

To delete the administrative, offense, offender, victim, arrest, and property records connected to the incident, use the Incident (MICR.1) transaction record. Use this action to delete unfounded incidents which were previously submitted as originals. [NOTE: Special care should be taken when using this delete function and the Incident (MICR.1) screen/format as all information will be deleted. Make certain all required data can be resubmitted if the incident is being deleted for resubmission.]

Mandatory data elements:

Element Number   01 – Action (must be "D")
                   02 – Originating Agency Identifier
                   03 – Original Year
                   04 – Incident Number
                   61 – Incident Complete Indicator

Offenders

To delete individual offender subject records by Offender Number, use the <u>Offender (MICR.3)</u> transaction record.

Mandatory data elements:

Element Number   01 – Action (must be "D")
                     02 – Originating Agency Identifier
                     03 – Original Year
                     04 – Incident Number
                     22 – Offender Number
                     61 – Incident Complete Indicator

Victims

To delete individual victim subject records by Victim Number, use the <u>Victim (MICR.5)</u> transaction record.

Mandatory data elements:

Element Number   01 – Action (must be "D")
                     02 – Originating Agency Identifier
                     03 – Original Year
                     04 – Incident Number
                     26 – Victim Number
                     61 – Incident Complete Indicator

Arrests

To delete individual arrest subject records by Arrest Number, use the <u>Arrest (MICR.7)</u> transaction record.

Mandatory data elements:

Element Number   01 – Action (must be "D")
                     02 – Originating Agency Identifier
                     03 – Original Year
                     04 – Incident Number
                     39 – Arrest Number
                     61 – Incident Complete Indicator

Property

To delete individual property item records by Item number, use the <u>Property (MICR.9)</u> transaction record.

Mandatory data elements:

Element Number   01 – Action (must be "D")
                     02 – Originating Agency Identifier

Element Number   03 – Original Year
(Continued)   04 – Incident Number
                      52 – Item Number
                      61 – Incident Complete Indicator

INQUIRY PROCEDURES

Use the following procedures to inquire the database for incident information. This procedure is available to agencies who submit data via the portal. It can be used on all transaction screens/formats.

Complete Incident Inquiry

Inquiry using the Incident (MICR.1) transaction screen will query the database for all information for the incident. All administrative and offense information, one victim, one offender, one arrest and four property items can be completed on the Incident (MICR.1) screen. If additional victims, offenders, arrests, and/or property are on the database for the incident, they can be queried using the supplemental screens.

Offender Inquiry

Inquiry using the Offender (MICR.3) transaction screen will query the database for all offenders for the incident. If no number is entered in the first Offender Number field, the record will display up to twenty offenders beginning with Offender Number 01. If a number is entered in the first Offender Number field, the record will display up to twenty offenders beginning with the requested Offender Number.

Victim Inquiry

Inquiry using the Victim (MICR.5) transaction screen will query the database for all victims for the incident. If no number is entered in the first Victim Number field, the record will display up to five victims beginning with Victim Number 01. If a number is entered in the first Victim Number field, the record will display up to five victims beginning with the requested Victim Number.

Arrest Inquiry

Inquiry using the Arrest (MICR.7) transaction screen will query the database for all arrests for the incident. If no number is entered in the first Arrest Number field, the record will display up to seven arrests beginning with Arrest Number 01. If a number is entered in the first Arrest Number field, the record will display up to seven arrests beginning with the requested Arrest Number.

Property Inquiry

Inquiry using the Property (MICR.9) transaction screen will query the database for all property items in the incident. If no number is entered in the first Item Number field, the record will display up to ten items beginning with Item Number 001. If a number is entered in the first Item number field, the record will display up to ten items beginning with the requested Item Number.

Mandatory data elements for each transaction screen:

Element Number   01 – Action (must be "I")
                   02 – Originating Agency Identifier Number
                   03 – Original Year
                   04 – Incident Number

NO CRIMINAL DATA TO REPORT

Agencies which have no criminal activity in a given month must submit a record to notify the UCR Section of no criminal activity. This will prevent notification of delinquent reporting. This record must be submitted for each month that the agency has no criminal activity to report.

The information required for this record is:

Element Number   01 – Action (must be "O")
                   02 – Originating Agency Identifier Number
                   03 – Original Year
                   04 – Incident Number (must be "0000000000")
                   05 – County
                   06 – City/Township
                   08 – Date of Occurrence/Report (Day must be "00")
                   09 – Occurrence/Report Date Indicator (must be "R")
                   61 – Incident Complete Indicator

This record must only be submitted if the agency has no criminal incidents to report and no arrests, recovered property or exceptional clearances with dates occurring within the given month.

HATE/BIAS MOTIVATION GUIDELINES

Bias Motivation

The object of the collection of Hate/Bias Crime statistics is to indicate whether the offender was motivated to commit the offense because of his/her bias against a racial, religious, ethnic/national origin, or sexual orientation group. Because of the difficulty of ascertaining the offender's subjective motivation, bias is to be reported only if the investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias. The specific types of bias to be reported are:

Racial Bias:
  Anti-White
  Anti-Black
  Anti-American Indian/Alaskan Native
  Anti-Asian/Pacific Islander
  Anti-Multi-Racial Group

Sexual Orientation Bias:
  Anti-Male Homosexual (Gay)
  Anti-Female Homosexual (Lesbian)
  Anti-Homosexual (Gays and Lesbians)

Ethnicity/National Origin Bias:
  Anti-Hispanic
  Anti-Other Ethnicity/National Origin

Gender Bias:
  Anti-Female
  Anti-Male

Religious Bias:
  Anti-Jewish
  Anti-Catholic
  Anti-Protestant

Sexual Orientation Bias (Cont.):
  Anti-Heterosexual
  Anti-Bisexual

Disability Bias:
  Anti-Physical Disability
  Anti-Mental Disability

Religious Bias (Cont.):
  Anti-Islamic (Moslem)
  Anti-Other Religion (Buddhism,
     Hinduism, Shintoism, etc.)
  Anti-Multi-Religious Group
  Anti-Atheist/Agnostic

Other Bias

Objective Evidence the Crime was Motivated by Bias

An important distinction must be made. The mere fact that the offender is biased against the victim's racial, religious, ethnic/national origin, and/or sexual orientation group does not mean that a hate crime was involved. Rather, the offender's <u>criminal act</u> must have been motivated, in whole or in part, by his/her bias.

Because motivation is subjective, it is difficult to know with certainty whether a crime was the result of the offender's bias. Therefore, before an incident can be reported as a hate crime, sufficient objective facts must be present to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias. While no single fact may be conclusive facts such as the following, particularly when combined, are supportive of a finding of bias:

1. The offender and the victim were of different racial, religious, ethnic/national origin, sexual orientation or gender groups. For example, the victim was black and the offenders were white.

2. Bias related oral comments, written statements, or gestures were made by the offender which indicates his/her bias. For example, the offender shouted a racial epithet at the victim.

3. Bias related drawings, markings, symbols, or graffiti were left at the crime scene. For example, a swastika was painted on the door of a synagogue.

4. Certain objects, items, or things which indicate bias were used (e.g., the offenders wore white sheets with hoods covering their faces) or left behind by the offender(s) (e.g., a burning cross was left in front of the victim's residence).

5. The victim is a member of a racial, religious, ethnic/national origin, sexual orientation, or gender group which is overwhelmingly outnumbered by members of another group in the neighborhood where the victim lives and the incident took place. This factor loses significance with the passage of time, i.e., it is most significant when the victim first moved into the neighborhood and becomes less and less significant as time passes without incident.

6. The victim was visiting a neighborhood where previous hate crimes had been committed against other members of his/her racial, religious, ethnic/national origin, sexual orientation, or gender group and where tensions remain high against his/her group.

7.   Several incidents have occurred in the same locality, at or about the same time, and the victims are all of the same racial, religious, ethnic/national origin, or sexual orientation group.

8.   A substantial portion of the community where the crime occurred perceives that the incident was motivated by bias.

9.   The victim was engaged in activities promoting his/her racial, religious, ethnic/national origin, sexual orientation, or gender group. For example, the victim is a member of the NAACP, participated in gay rights demonstrations, etc.

10.   The incident coincided with a holiday relating to, or a date of particular significance to, a racial, religious, or ethnic/national origin group (e.g., Martin Luther King Day, Rosh Hashanah, etc.).

11.   The offender was previously involved in a similar hate crime or is a member of a hate group.

12.   There were indications that a hate group was involved. For example, a hate group claimed responsibility for the crime or was active in the neighborhood.

13.   A historically established animosity exists between the victim's group and the offender's group.

14.   The victim, although not a member of the targeted racial, religious, ethnic/national origin, sexual orientation, or gender group, is a member of an advocacy group supporting the precepts of the victim group.

Cautions

1. Need for Case-by-Case Assessment of the Facts

The aforementioned factors are not all-inclusive of the types of objective facts which evidence biased motivation. Therefore, reporting agencies must examine each case for facts which clearly evidence that the offender's bias motivated him/her to commit the crime.

2. Misleading Facts

Agencies must be alert to misleading facts. For example, the offender used an epithet to refer to the victim's race, but the offender and victim were of the same race.

3. Feigned Facts

Agencies must be alert to evidence left by the offenders which is meant to give the false impression that the incident was motivated by bias. For example, students of a religious school vandalize their own school, leaving anti-religious statements and symbols on its walls, in the hope that they will be excused from attending class.

4. Offender's Mistaken Perception

Even if the offender was mistaken in his/her belief that the victim was a member of a racial, religious, ethnic/national origin, sexual orientation, or gender group; the offense is still a hate crime as long as the offender was motivated by bias against that group. For example, a middle-aged, non-gay man walking by a bar frequented by gays was attacked by six teenagers who mistakenly believed the victim had left the bar and was gay. Although the offenders were wrong of both counts, the offense is a hate crime because it was motivated by the offenders' anti-gay bias.

5. Changes in Findings of Bias

If, after an original incident report was submitted, a contrary finding regarding bias occurs, the state program must be updated with the new finding. For example, if an initial finding of no bias was later changed to racial bias or a finding of racial bias was later changed to religious bias, the change should be reported to the UCR state program.

Hate/Bias Definitions

To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

Bias – A performed negative opinion or attitude toward a group of persons based on their race, religion, ethnicity/national origin, sexual orientation, or gender.

Bias Crime – A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, religion, ethnic/national origin group, sexual orientation, or gender group. Also known as "Hate Crime."

Bisexual – [adjective] Of or relating to persons who experience sexual attraction toward, and responsiveness to, both males and females; [noun] a bisexual person.

Disability Bias – A performed negative opinion or attitude toward a group of persons based on their physical or mental disabilities.

Ethnicity/National Origin Bias – A performed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions (e.g., Arabs, Hispanics, etc.).

Gay – [adjective] Of or relating to males who experience a sexual attraction toward, and responsiveness to, other males; [noun] a homosexual male.

Gender Bias – A preformed negative opinion or attitude toward a group of persons of the same biological category.

Hate Crime – See Bias Crime.

Hate Group – An organization whose primary purpose is to promote animosity, hostility, and malice against persons belonging to a racial, religious, ethnic/national origin, or sexual orientation group which suffers from that of the members of the organization (e.g., the Ku Klux Klan, American Nazi Party, etc.).

Heterosexual – [adjective] Of or relating to persons who experience a sexual attraction toward, and responsiveness to, members of the opposite sex; [noun] a heterosexual person.

Homosexual – [adjective] Of or relating to persons who experience a sexual attraction toward, and responsiveness to, members of their own sex; [noun] a homosexual person.

Lesbian – [adjective] Of or relating to females who experience a sexual attraction toward, and responsiveness to, other females; [noun] a homosexual female.

Racial Bias – A preformed negative opinion or attitude toward a group of person who possess common physical characteristics (e.g., color of skin, eyes and/or hair, facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites, etc.).

Religious Bias – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists, etc.).

Sexual Orientation Bias – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals, etc.).

LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED (LEOKA)

The Law Enforcement Officers Killed or Assaulted information will continue to be submitted on the paper form (RI-126). (The FBI is planning to enhance the collection of LEOKA data so a change in the data submitted is probable in the future.)

When an officer is killed or assaulted, the information must be reported on an incident report and also on the monthly LEOKA report. To determine if the assault should be reported as an additional offense to the original incident or a separate incident, the agency utilizes the "Concept of Time and Place." This is defined as "if more than one crime was committed by the same person or group of persons and the time and space intervals separating them were insignificant, then all of the crimes make up a single incident." Therefore, if the original offense/arrest and assault offense occurred during an unbroken time duration and at the same or adjoining location(s), then the reporting agency should report these offenses as a single incident.

DATA TRANSACTION GUIDELINES

On-line Portal Agencies

Agencies submitting MICR data through the portal will use the web forms. The required information must be completed and the screen information transmitted from the designated field. An acceptance or error message is immediately returned to the agency. All editing of the incident information is completed when the incident is flagged as "complete" (see data element #61). All erroneous incidents should be corrected and resent as soon as possible. Agencies will not submit the Supplementary Homicide Report (SHR) as this data is included in the MICR system. However, the Law Enforcement Officers Killed or Assaulted (LEOKA) form must still be submitted when applicable.

Automated Submission using the Data Exchange Gateway

Agencies with a vendor purchased software package will submit their data through the Data Exchange Gateway (DEG). All submissions will use the record formats on pages VI-1 – VI-20. The records must be a fixed length of 420 characters, EBCDIC, block 10. The file must be sorted by ORI number (applies when more than one ORI number is contained on the same file), original year, incident number and record type within the incident number. Agencies will be required to complete a testing phase prior to authorization from the state program to participate in MICR. The purpose of this testing phase is to ensure the quality and integrity of data collected and submitted to MICR. The agency must contact the UCR section to schedule testing activities. The specifications in this document must be followed to minimize transaction errors.

After the agency has successfully tested their MICR software with the state program, formal authorization to participate in MICR will be granted. The agency will no longer need to submit the Supplementary Homicide Report (SHR). The Law Enforcement Officers Killed or Assaulted (LEOKA) form will still need to be submitted when applicable.

Error Messages

There are two types of error messages which will be returned to the agency; field and final edit errors. Final edit errors are stipulated as such.

Field edits occur as each screen/record format is processed. If there is missing or invalid data in the field, a field edit error is printed on an error listing for that agency. The data for that screen/format is not entered on the database.

Final edits are processed when the Incident Complete Indicator is "Y." Because additional offenders, victims, arrests and property can be submitted on the supplemental MICR screens/formats, some cross field edits cannot occur until all information has been submitted. When an agency submits the last screen/format which has "Y" in the Incident Complete Indicator (data element #61), all final cross field edits will be completed. If errors occur in final edits, the data is maintained on the database but the Incident Complete Indicator is set to "N" in the database record. Error messages indicate "final edit error." The error could be the result of data entered on the last screen/format or from a previous screen/format. The agency must determine what has caused the error. If additional offenders, victims, or property is required to correct the incident, the information can be added using a supplemental screen/format. Sometimes it will be necessary and easier to delete the entire incident and reenter the correct incident information.

MICHIGAN INCIDENT CRIME REPORTING
(MICR)

SECTION II

OFFENSE FILE CLASS DEFINITIONS
AND ARREST CHARGES

0100-0 SOVEREIGNTY – Offenses which relate to unlawful acts against state government.
Treason 0101
Treason Misprision 0102
Espionage 0103
Sabotage 0104
Sedition 0105
Selective Service...0106
Sovereignty (Other) 0199

0200-0 MILITARY – Offenses which relate to military laws.
Desertion 0201
AWOL...0297
Military (Other)...0299

0300-0 IMMIGRATION – Offenses which relate to immigration laws.
Illegal Entry...0301
False Citizenship 0302
Smuggling Aliens...0303
Immigration (Other 0399

HOMICIDE – The killing of one human being by another.

NOTE: Attempted Murder/Homicide is classified as offense file class 1300-2
Aggravated/Felonious Assault.

0900-1 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY) – The willful
(nonnegligent) killing of one human being by another.

Willful Killing – Family – Gun 0901
Willful Killing – Family – Other Weapon 0902
Willful Killing – Non-family – Gun 0903
Willful Killing – Non-family – Other Weapon...........................0904
Willful Killing – Public Official – Gun......................................0905
Willful Killing – Public Official – Other Weapon 0906
Willful Killing – Police Officer – Gun 0907
Willful Killing – Police Officer – Other Weapon.......................0908
Willful Killing – Gun 0911
Willful Killing – Other Weapon...0912
Homicide – (Other) 0999

0900-2 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY) – The killing of another
person through gross negligence or without malice.

Negligent Homicide/Manslaughter – Weapon 0910
Deliver controlled substance causing death............................0996
Assisted Suicide 0997

0900-3 NEGLIGENT HOMICIDE – VEHICLE/BOAT/SNOWMOBILE/ORV – A death resulting
from the negligent operation of a motor vehicle, boat, snowmobile or ORV.

Negligent Homicide – Vehicle 0909

Negligent Homicide – Other 0998
Felony Death by Drunk Driving – Snowmobile 5466
Felony Death by Drunk Driving – ORV....................................5476
Felony Death by Drunk Driving – Boat 5486
Let Intoxicated Person Operate Motor
    Vehicle Causing Death
        Alcohol 8034
        Drugs 8035
Felony Death While Under Controlled Substance...................8039
Felony Death by Drunk Driving – Motor Vehicle.....................8046
Felony Death from Fleeing Vehicle 8175
Let Suspended Person Operate Motor
    Vehicle Causing Death..8268

0900-4 **JUSTIFIABLE HOMICIDE** – The killing of a perpetrator of a serious criminal offense by a peace officer in the line of duty; or the killing, during the commission of a serious criminal offense, of the perpetrator by a private individual.

NOTE: A "serious criminal offense" is a felony or high misdemeanor.

KIDNAPPING/ABDUCTION VIOLATIONS – The unlawful seizure, transportation, and/or detention of a person against her/his will, or of a minor without the consent of his/her custodial parent(s) or legal guardian.

1000-1 **KIDNAPPING/ABDUCTION** – The unlawful taking away of another person using force, persuasion, misrepresentation, false promise, or the like, to serve as a hostage for ransom or reward, or with any other intent.

Kidnap Minor for Ransom..1001
Kidnap Adult for Ransom 1002
Kidnap Minor to Sexually Assault..1003
Kidnap Adult to Sexually Assault...1004
Kidnap Minor 1005
Kidnap Adult 1006
Kidnap Hostage for Escape...1007
Abduct – No Ransom or Assault 1008
Kidnap – Hijack Aircraft 1009
Kidnapping (Other) 1099

1000-2 **PARENTAL KIDNAPPING** – The taking or retention for more than 24 hours his/her child(ren), with the intent to detain said child(ren) from the other parent or legal guardian of the child(ren) who had lawful right to custody or visitation of the child(ren) at the time of the taking or retention.

Parental Kidnap (MCL750.350A[1]) 1072

SEXUAL ASSAULT – FORCIBLE – Any sexual act directed against another person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent. Force or coercion can be used or threatened. Use of authority can be a form of coercion. (Refer to CSC statute for definitions.)

NOTE: The offense could possibly be 3600-1 Sexual Penetration Nonforcible Blood/Affinity if the following circumstances exist:

1.   The victim is 13, 14 or 15 years of age, **<u>AND</u>**
2.   The actor is a member of the same household or related by blood or affinity, **<u>AND</u>**
3.   Force or coercion was **NOT** involved.

The offense could possible be 3600-2 Sexual Penetration Nonforcible Other if the following circumstances exists:

1.   The victim is 13, 14, or 15 years of age, **AND**
2.   Force or coercion was **NOT** involved.

1100-1   SEXUAL PENETRATION PENIS/VAGINA – CSC FIRST (1ST) DEGREE – The sexual intercourse of a person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

NOTE: Sexual intercourse is defined as penetration of the vagina by the penis.

CSC First (1st) Degree – Penetration Penis/Vagina 1171

1100-2   SEXUAL PENETRATION PENIS/VAGINA – CSC THIRD (3RD) DEGREE – The sexual intercourse of a person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

CSC Third (3rd) Degree – Penetration Penis/Vagina...............1172

1100-3   SEXUAL PENETRATION ORAL/ANAL – CSC FIRST (1ST) DEGREE – Oral or anal sexual penetration with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

CSC First (1st) Degree – Penetration Oral/Anal.......................1173

1100-4   SEXUAL PENETRATION ORAL-ANAL – CSC THIRD (3RD) DEGREE – Oral or anal sexual penetration with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

CSC Third (3rd) Degree – Penetration Oral/Anal 1174

1100-5 **SEXUAL PENETRATION OBJECT – CSC FIRST (1ST) DEGREE** – To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

        CSC First (1st) Degree – Penetration Object 1175

1100-6 **SEXUAL PENETRATION OBJECT – CSC THIRD (3RD) DEGREE** – To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

        CSC Third (3rd) Degree – Penetration Object..........................1176

1100-7 **SEXUAL CONTACT FORCIBLE – CSC SECOND (2ND) DEGREE** – The intentional touching of the intimate body parts of another person for the purpose of sexual arousal or gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

        CSC Second (2nd) Degree – Forcible Contact.........................1177
        Sex Offense Against Child – Fondling. 3601

1100-8 **SEXUAL CONTACT FORCIBLE – CSC FOURTH (4TH) DEGREE** – The intentional touching of the intimate body parts of another person for the purpose of sexual arousal or gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

        CSC Fourth (4th) Degree – Forcible Contact 1178

1200-0 **ROBBERY** – The taking or attempting to take anything of value under confrontational circumstances from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

NOTE: Because some type of assault is an element of the crime of Robbery, an assault should not be reported as a separate offense as long as it was performed in furtherance of the robbery. However, if the injury results in death, a Homicide offense must also be reported.

        Business – Gun 1201
        Business – Other Weapon 1202
        Business – Strong Arm..1203
        Street – Gun 1204
        Street – Other Weapon 1205
        Street – Strong Arm..1206
        Residence – Gun..1207

ASSAULT – An unlawful attack by one person upon another.

NOTE: Careful consideration of the following factors should assist in classifying assaults:

1. The type of weapon employed or the use of an object as a weapon;
2. The seriousness of the injury;
3. The intent and capability of the assailant to cause serious injury.

Usually the weapon used or the extent of the injury sustained will be the deciding factors in distinguishing aggravated from nonaggravated assaults. In only a limited number of instances should it be necessary to examine the intent and capability of the assailant. (UCR Handbook, NIBRS Edition)

1300-1   NONAGGRAVATED ASSAULT – An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

1300-2   AGGRAVATED/FELONIOUS ASSAULT – An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Assault Less than Murder...1396
Assault with Intent to Murder..1397
Assault (Other) 1399
Fleeing Resulting in Assault 8176

1300-3   INTIMIDATION/STALKING – To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Intimidation 1316
Telephone Used for Harassment, Threats 1380
Aggravated Stalking (Felony) 1381
Stalking (Misdemeanor) 1382
Stalking a Minor (Felony) 1383
Computer/Internet Used for Harassment, Threats 1384
Other Electronic Medium Used for Harassment, Threats........1385
Threat to Bomb..5215
Threat to Burn 5216

1400-0   ABORTION – Unlawful purposeful induced termination of a human pregnancy.

Abortion Act on Other..1401
Abortion Act on Self...1402
Submission to Abortional Act 1403
Abortifacient (Selling, Manufacturing, etc.).............................1404
Abortion (Other)...1499

2000-0   ARSON – To unlawfully and intentionally damage, or attempt to damage any real or personal property by fire or incendiary device.

Business – Endangered Life 2001
Residence – Endangered Life 2002
Business – Defraud Insurer...2003
Residence – Defraud Insurer 2004
Arson – Business 2005
Arson – Residence 2006
Setting Fire to Woods and Prairies..2007
Public Building (includes Hotel/Motel) Endangered Life..........2008
Arson – Public Building 2009
Burning of Real Property 2072
Burning of Personal Property 2073
Burning of Insured Property (Own)..2097
Preparation to Burn 2098
Arson (Other)..2099

2100-0   EXTORTION – To unlawfully obtain money, property or any other thing of value, either tangible or intangible, through the use or threat of force, misuse of authority, threat of criminal prosecution, threat of destruction of reputation or social standing or through other coercive means.

Threat to Injure Person...2101

Threat to Damage Property 2102
Threat to Injure Reputation..2103
Threat to Accuse Person of Crime 2104
Threat of Informing of Violation 2105
Extortion (Other)...2199

BURGLARY/BREAKING AND ENTERING – Unlawful entry into a building or other structure; or possession of burglary tools. Structure includes but is not limited to: apartment, barn, cabin, church, condominium, dwelling house, factory, garage, house trailer or houseboat (used as permanent dwelling), mill, office, other building, outbuilding, public building, railroad car, room, school, stable, vessel (ship), and warehouse.

NOTE: Incidental damage resulting from a burglary (e.g., a forced door, broken window, hole in wall, dynamited safe, etc.) is to be reported only if the amount of damage is deemed substantial by the reporting agency. If deemed substantial, the damage is to be reported under offense file class 2900-0 Damage to Property.

Property stolen in connection with a Burglary/Breaking and Entering is to be reported as part of the Burglary and not as a separate offense of Larceny.

The illegal entry of a tent, tent trailer, motor home, house trailer, or any other mobile unit being used for recreational purposes, followed by a theft, felony, or attempt to commit a felony or theft, should be classified as larceny.

Breaking and Entering of a Motor Vehicle is classified as 2300-5 Larceny – Theft from Motor Vehicle.

2200-1   BURGLARY – FORCED ENTRY – Unlawful forcible entry of a building or other structure with the intent to commit a theft or felony. Does not apply to autos or coin boxes.

Burglary – Safe/Vault 2201
Forced Entry – Residence...2202
Forced Entry – Non-Residence 2203
Banking Type Institution 2207
Unoccupied Building or Other Structure.................................2275
Burglary – Other Forced Entry..2299

2200-2   BURGLARY – ENTRY WITHOUT FORCE (Intent to Commit) – Unlawful entry without force with the intent to commit a theft or other felony.

No Forced Entry – Residence 2204
No Forced Entry – Non-Residence..2205

2200-3   BURGLARY – ENTRY WITHOUT AUTHORITY, WITH OR WITHOUT FORCE (No Intent) – Entry without intent to commit a theft or other felony.

Entering without Permission..2298

2200-4   POSSESSION OF BURGLARY TOOLS – Possession of a tool or implement designed for breaking and entering.

> Possession of Burglary Tools...2206

LARCENY VIOLATIONS – The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

NOTE: Larceny violations which involve shoplifting, see offense file class 3000-2 Retail Fraud – Theft.

2300-1   LARCENY – POCKETPICKING – The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft.

> Pocketpicking 2301

2300-2   LARCENY – PURSESNATCHING – The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.

NOTE: If more force was used than actually necessary to wrench the purse from the grasp of the person, then a strong-arm Robbery occurred, rather than Pursesnatching.

> Pursesnatching – No Force....................................2302

2300-3   LARCENY – THEFT FROM BUILDING – A theft from within a building which is either open to the general public or where the offender has legal access.

> From Building (Includes library, office used by public, etc.) 2308
> From Banking Type Institution...2311

2300-4   LARCENY – THEFT FROM COIN-OPERATED MACHINE/DEVICE – A theft from a machine or device which is operated or activated by the use of coins.

> From Coin Machines (Includes telephone coin box) 2307

2300-5   LARCENY – THEFT FROM MOTOR VEHICLE – The theft of articles from a motor vehicle, whether locked or unlocked.

> Personal Property from Vehicle...2305

2300-6   LARCENY – THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES – The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.

> Parts and Accessories from Vehicle.......................................2304
> Strip Stolen Vehicle 2407

2300-7   LARCENY – OTHER – All thefts which are not specifically defined in the Larceny subcategories listed above.

NOTE: This includes thefts from fenced enclosures, boats, and airplanes. Thefts of animals, lawnmowers, lawn furniture, hand tools, and farm and construction equipment are also included where no break-in of a structure was involved.

From Shipment	2306
From Yards (Grounds surrounding a building)	2309
From Mails	2310
From Interstate Shipment	2312
Obstruct Correspondence (Postal Violation)	2313
Theft of U.S. Government Property	2314
Larceny from U.S. Government Reserve	2315
Larceny of Gasoline, Self-Service Station	2379
Larceny (Other)	2399
Aircraft Theft (Includes Taking and Using)	2410

MOTOR VEHICLE THEFT/FRAUD VIOLATIONS – The unlawful taking or driving away of a motor vehicle. Receiving or transporting stolen motor vehicles. Fraudulently obtaining money or goods under false pretenses.

NOTE: Aircraft theft is classified as offense file class 2300-7 Larceny – Other.

Theft of motor vehicle parts/accessories is classified as offense file class 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories.

Carjackings are classified as 1200-0 Robbery.

2400-1 MOTOR VEHICLE THEFT (reported by your jurisdiction) – Theft of a self-propelled motor vehicle that runs on the surface of land and not on rails. Includes mopeds and snowmobiles.

Theft and Sale	2401
Theft and Strip	2402
Theft and Use in Other Crime	2403
Vehicle Theft	2404
Theft by Bailee – Fail to Return Vehicle	2405
Possess Stolen Vehicle	2408
Unauthorized Use (Includes Joy Riding)	2411
Stolen (Other)	2499

2400-2 MOTOR VEHICLE AS STOLEN PROPERTY (reported by another jurisdiction) – Receiving or interstate transporting of stolen motor vehicles.

Possess/Receive Stolen Vehicle/Parts	2406
Interstate Transport of Stolen Vehicle	2409
Theft and Sale	2472
Theft and Strip (Includes Chop Shop)	2473
Theft and Use	2474
Unauthorized Use (Includes Joyriding)	2475
Motor Vehicle as Stolen Property (Other)	2498

2400-3   MOTOR VEHICLE FRAUD – Intentional misrepresentation of the truth to obtain money, goods, or other things of value involving motor vehicles.

NOTE: This file class includes offenses which involve the theft of motor vehicles to defraud insurance companies, re-tagged motor vehicles, and all owner give-ups during narcotics trafficking.

> Obtain Money/Goods, False Pretenses 2470
> Concealing Identity of Motor Vehicle......................................2471
> Acquire Motor Vehicle During Denial of Drivers License.........2496
> Motor Vehicle Fraud (Other)..2497

2500-0   FORGERY/COUNTERFEITING – The altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.

> Forgery of Checks 2501
> Forgery of Other Object...2502
> Counterfeiting of Any Object..2503
> Pass Forged – Any Object 2504
> Pass Counterfeited – Any Object 2505
> Possess Forged – Any Object..2506
> Possess Counterfeited – Any Object.......................................2507
> Possess Tools, Plates, etc. for Forgery
>   Or Counterfeiting 2508
> Transport Forged – Any Object 2509
> Transport Counterfeited – Any Object.....................................2510
> Transport Tools, Plates, etc. for Forgery
>   Or Counterfeiting 2511
> Forgery (Other)..2589
> Counterfeiting (Other)...2599

FRAUDULENT ACTIVITIES – The intentional perversion of the truth for the purpose of inducing another person, or other entity, in reliance upon it to part with something of value or to surrender a legal right.

NOTE: The most specific subcategory of fraud should be reported whenever the circumstances fit the definition of more than one of the subcategories listed below. For example, most frauds would fit the definition of False Pretenses/Swindle/ Confidence Game. But, if a credit card was used to perpetrate the fraud, the offense would be classified as Credit Card/Automatic Teller Machine Fraud.

Fraud offenses which involve motor vehicle thefts should be classified as 2400-3 Motor Vehicle Fraud.

2600-1   FRAUD – FALSE PRETENSE/SWINDLE/CONFIDENCE GAME – The intentional misrepresentation of existing fact or condition, or the use of some other deceptive scheme or device, to obtain money, goods or other things of value.

Confidence Game/Fortune Telling...2601
Swindle..2602
Mail Fraud 2603
False Statements 2607
Fraud (Larceny) by Conversion...2674
Fraudulently Obtaining of Goods Offered for Sale 2675
Defrauding Hotels, Restaurants, Innkeeper, etc......................2677
Fraudulently Obtaining Gasoline (Attendant Delivered) 2679
Obtaining Money Under False Pretenses...............................2695
Fraud (Other)..2699

2600-2   FRAUD – CREDIT CARD/AUTOMATIC TELLER MACHINE – The unlawful use of a credit (or debit) card or automatic teller machine for fraudulent purposes.

Illegal Use of Credit Card 2605

2600-3   FRAUD – IMPERSONATION – Falsely representing one's identity or position, and acting in the character or position thus unlawfully assumed, to deceive others and thereby gain a profit or advantage, enjoy some right or privilege, or subject another person or entity to an expense, charge, or liability which would not have otherwise been incurred.

Impersonation...2604
Identity Theft..2609
Pers Ident Info Obt/Poss/Trans W/I..2610

2600-4   FRAUD – WELFARE FRAUD – The use of deceitful statements, practices or devices to unlawfully obtain welfare benefits.

Obtain Welfare 2678

2600-5   FRAUD – WIRE FRAUD – The use of an electric or electronic communications facility to intentionally transmit a false and/or deceptive message in furtherance of a fraudulent activity.

Fraud by Wire..2608

2600-6   FRAUD – BAD CHECKS – Knowingly and intentionally writing and/or negotiating checks drawn against insufficient or nonexistent funds.

NOTE: Forgery of checks is classified as offense file class 2500-0 Forgery.

Non-Sufficient Funds Checks...2606
No-Account Check 2676
Uttering and Publishing Check 2693

2700-0   EMBEZZLEMENT – The illegal taking, misapplying, or misappropriating by an offender to his/her own use or purpose of money, property or other thing of value entrusted to his/her care, custody or control.

Business Property 2701

Interstate Shipment 2702
Banking Type Institution 2703
Public Property (Federal, State or City Property) 2704
Postal 2705
Misappropriate Funds...2798
Embezzlement (Other) 2799

2800-0   STOLEN PROPERTY – Buying, receiving, selling, concealing, transporting, or possessing any property of another with the knowledge that it has been criminally taken.

NOTE: Do not use this offense file class for automobiles. Classify as 2400-2 Motor Vehicle as Stolen Property.

Sale of Stolen Property 2801
Interstate Transportation of 2802
Receiving..2803
Possessing 2804
Concealing 2805
Stolen Property (Other) 2899

2900-0   DAMAGE TO PROPERTY – The willful or malicious destruction, damage, injury, disfigurement, or defacement of any public or private property, real or personal, without the consent of the owner or person having custody or control.

NOTE: This offense is to be reported <u>only if</u> the reporting agency deems that <u>substantial</u> injury to property has occurred. The offense includes a broad range of injury to property, i.e., from deliberate, extensive destruction of property at one extreme to mischievous less extensive damage at the other extreme. It does not include destruction or damage to property caused by the crime of Arson.

Business Property 2901
Private Property..2902
Public Property 2903
Business Property – With Explosives......................................2904
Private Property – With Explosives 2905
Public Property – With Explosives..2906
Destruction of Tombs and Memorials......................................2995
Throwing Stone, etc., at Train or Motor Vehicle 2996
Computer Used in Commission of Crime 2997
Destroy, Injure Property of Police of Fire Departments...........2998
Damage to Property (Other)...2999

RETAIL FRAUD – The theft or misrepresentation to obtain money or property with the intent to defraud while in a store or in its immediate vicinity while the store is open to the public.

NOTE: 1st Degree – Dollar value is $1,000 or greater
2nd Degree – Dollar value is between $200 and $999
3rd Degree – Dollar value is less than $200

3000-1 **RETAIL FRAUD – MISREPRESENTATION** – To alter, transfer, remove and replace, conceal, or otherwise misrepresent the price at which property is offered for sale, with the intent not to pay for the property or to pay less than the price at which the property is offered for sale.

Retail Fraud Misrepresentation 1st Degree 3071
Retail Fraud Misrepresentation 2nd Degree 3072
Retail Fraud Misrepresentation 3rd Degree 3077

3000-2 **RETAIL FRAUD – THEFT** – To steal property of a store that is offered for sale.

NOTE: This offense file class includes Larceny – Shoplifting.

Retail Fraud Theft 1st Degree 3073
Retail Fraud Theft 2nd Degree 3074
Retail Fraud Theft 3rd Degree...3078
Retail Fraud Man/Sell/Poss Theft Det 3080

3000-3 **RETAIL FRAUD – REFUND/EXCHANGE** – With the intent to defraud, to obtain or attempt to obtain money or property from a store as a refund or exchange for property that was not paid for and belongs to the store.

Retail Fraud Refund/Exchange 1st Degree..............................3075
Retail Fraud Refund/Exchange 2nd Degree............................3076
Retail Fraud Refund/Exchange 3rd Degree 3079

DRUG/NARCOTIC VIOLATIONS – The violation of laws prohibiting the productions, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

NOTE: Inhalation of Chemical Agents is classified as offense file class 5000-0 Health and Safety.

3500-1 **VIOLATION OF CONTROLLED SUBSTANCE ACT** – The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

Hallucinogen – Manufacture..3501
Hallucinogen – Distribution...3502
Hallucinogen – Sell...3503
Hallucinogen – Possess 3504
Hallucinogen – (Other) 3505
Hallucinogen – Use 3506
Heroin – Sell/Manufacture..3510
Heroin – Smuggle...3511
Heroin – Possess 3512
Heroin – (Other) 3513
Heroin – Use 3514
Opium or Derivative – Sell..3520
Opium or Derivative – Smuggle..3521
Opium or Derivative – Possess 3522

Ephedrine/pseudo > 12 grams poss..3596
Delivery of Imitation Controlled Substance 3597
Narcotic Drugs, Fraudulent Procurement of 3598
Dangerous Drugs (Other)..3599

3500-2   NARCOTIC EQUIPMENT VIOLATIONS – The unlawful manufacture, sale, purchase, possession, or transportation of equipment or devices utilized in preparing and/or using drugs or narcotics.

Narcotic Equipment 3550
Operating/Maintaining Meth Lab 3551
Opr/Maint Meth Lab in Presense of Minor..............................3552
Opr/Maint Meth Lab Involving Firearm/Harmful Device...........3553
Opr/Maint Meth Lab Near Specified Places 3554
Opr/Maint Meth Lab involving Hazardous Waste 3555

SEX OFFENSES – Unlawful, nonforcible sexual penetration; illegal acts done for sexual stimulation or gratification, or involving display or exposure of sexual organs.

NOTE: Sex Offense Against Child – Fondling (3601) is classified as offense file class 1100-7 Sexual Contact Forcible – CSC 2nd Degree.

3600-1   SEXUAL PENETRATION NONFORCIBLE – BLOOD/AFFINITY (Criminal Sexual Conduct, 1st and 3rd Degree) – Nonforcible sexual penetration with a person who is 13, 14 or 15 years of age and the actor is a member of the same household or related by blood or affinity and force or coercion was **NOT** involved.

Sexual Penetration Blood/Affinity 3691

3600-2   SEXUAL PENETRATION NONFORCIBLE (OTHER) (Criminal Sexual Conduct, 1st and 3rd Degree) – Nonforcible sexual penetration with a person who is 13, 14 or 15 years of age and force or coercion was **NOT** involved.

Sexual Penetration (Other)..3692

3600-3   PEEPING TOM – To secretly look through a window, doorway, keyhole, or other aperture for the purpose of voyeurism.

Peeping Tom 3611

3600-4   SEX OFFENSE (OTHER) – Sex offenses which are not specifically defined in the Sex Offense subcategories listed previously.

Indecent Exposure 3605
Bestiality 3606
Seduction of Adult 3608
Gross Indecency 3696
Sex Offense (Other) 3699

3700-0   OBSCENITY – Unlawful manufacture, publishing, sale, purchase, or possession of sexually explicit material, e.g., literature, photographs, etc.

    Obscene Material – Manufacture/Publish..............................3701
    Obscene Material – Sell 3702
    Obscene Material – Mailing...3703
    Obscene Material – Possess...3704
    Obscene Material – Distribute 3705
    Obscene Material – Transport 3706
    Obscene Communication 3707
    Obscenity (Other) 3799

FAMILY OFFENSES – Unlawful, nonviolent acts by a family member (or legal guardian) which threatens the unity of the family or the physical, mental or economic welfare or morals of another family member, and which are not classifiable as another offense, such as Sexual Assault, Assault, Sex Offense, etc.

3800-1   FAMILY – ABUSE/NEGLECT NONVIOLENT – Offenses involving <u>nonviolent</u> abuse or neglect towards other family members.

    Cruelty Toward Child/Nonviolent...3802
    Cruelty Toward Wife/Nonviolent..3803
    Neglect Child 3806
    Cruelty/Neglect (Other) 3898

3800-2   FAMILY – NONSUPPORT – Offenses involving desertion or non-support of other family members.

    Neglect Family/Non-Support Felony.......................................3801
    Non-Payment of Alimony..3807
    Non-Support of Parents...3808

3800-3   FAMILY – OTHER – Family offenses which are not specifically defined in the Family Offense subcategories listed previously.

    Bigamy – Polygamy...3804
    Contribute to Delinquency of Minor (Except Alcohol) 3805
    Failing to Report Child Abuse...3871
    Family Offense (Other)...3899

GAMBLING VIOLATIONS – To unlawfully bet or wager money or something else of value; assist, promote, or operate a game of chance for money or some other stake; possess or transmit wagering information; manufacture, sell, purchase, possess, or transport gambling equipment, devices or goods; or tamper with the outcome of a sporting event or contest to gain a gambling advantage.

3900-1   GAMBLING – BETTING/WAGERING – To unlawfully stake money or something else of value on the happening of an uncertain event or on the ascertainment of a fact in dispute.

> Card Game – Playing 3903
> Dice Game – Playing...3906
> Lottery – Planning 3917
> Gambling (Other)...3999

3900-2   GAMBLING – OPERATING/PROMOTING/ASSISTING – To unlawfully operate, promote or assist in the operation of a game of chance, lottery, or other gambling activity.

> Bookmaking...3901
> Card Game – Operating..3902
> Card Game...3904
> Dice Game – Operating...3905
> Dice Game 3907
> Lottery – Operating...3915
> Lottery – Runner..3916
> Lottery 3918
> Transmit Wager Information..3920
> Establish Gambling Places..3921
> License/Rule Violations 3970
> Gambling Activities – Felony 3971
> Gambling Activities – Misdemeanor 3972

3900-3   GAMBLING – EQUIPMENT VIOLATIONS – To unlawfully manufacture, sell, buy, possess, or transport equipment, devices, and/or goods used for gambling purposes.

> Gambling Device – Possess 3908
> Gambling Device – Transport...3909
> Gambling Device – Not Registered 3910
> Gambling Device 3911
> Gambling Goods – Possess...3912
> Gambling Goods – Transport 3913
> Gambling Goods 3914

3900-4   GAMBLING – SPORTS TAMPERING – To unlawfully alter, meddle in, or otherwise interfere with a sporting contest or event for the purpose of gaining a gambling advantage.

> Sports Tampering..3919

COMMERCIALIZED SEX OFFENSES – Illegal activities related to engaging in normal or deviate, heterosexual or homosexual acts for profit or gain.

4000-1 COMMERCIALIZED SEX – PROSTITUTION – To unlawfully engage in sexual relations for profit.

> Commercial Sex – Homosexual Prostitution 4003
> Prostitution 4004

4000-2 COMMERCIALIZED SEX – ASSISTING/PROMOTING PROSTITUTION – To solicit customers or transport persons for prostitution purposes; to own, manage, or operate a dwelling or other establishment for the purpose of providing a place where prostitution is performed; or to otherwise assist or promote prostitution.

> Keeping House of Ill Fame 4001
> Procure for Prostitute – Pimping..4002
> Frequent House of Ill Fame..4005
> Transport Female Interstate for Immoral Purpose..................4006
> Commercial Sex (Other)..4099

LIQUOR LAW VIOLATIONS – Violations of liquor laws or ordinances.

4100-1 LIQUOR LICENSE – ESTABLISHMENT – Offenses relating to violations of liquor license laws for establishments.

> Violation of Liquor Control Laws..4171

4100-2 LIQUOR VIOLATIONS – OTHER – Unlawfully purchasing, manufacturing, transporting, selling, using, or possessing intoxicating alcoholic beverages.

> Manufacture 4101
> Sell 4102
> Transport (Open container, etc.) 4103
> Possession of Alcoholic Liquor in a Motor Vehicle 4104
> Minor Misrepresenting Age..4105
> Minor in Possession in Motor Vehicle....................................4195
> Minor in Possession –
>   Consume or Purchase Attempts.......................................4196
> Minor Refusing PBT – Non-Driving 4197
> Furnishing Alcohol to a Minor..4198
> Liquor Violations (Other) 4199

4200-0 DRUNKENNESS – EXCEPT OUIL – To drink alcoholic beverages to the extent that one's mental faculties and physical coordination are substantially impaired.

> Drunkenness (All Criminal)..4299

4800-0 OBSTRUCTING POLICE – Offenses which interfere with investigation, enforcement, or administration of justice at the police level or at the correctional level in the criminal justice system.

NOTE: If resisting officer charge involves an assault on the officer, an assault offense should be coded and a Law Enforcement Officer Killed or Assaulted form should be submitted.

4900-0   ESCAPE/FLIGHT – Escaping from legal detention or custody.

5000-0   OBSTRUCTING JUSTICE – The impedance, obstruction, interference, or contempt for the proper administration of justice by the courts, a legislative body, or specifically designated commission, etc.

Probation Violation 5012
Conditional Release Violation 5013
Mandatory Release Violation 5014
Failure to Appear...5015
Violation of Preliminary Injunctive Order (Peace Bond) 5070
Sex Offender – Failure to Register........................5089
Sex Offender – Failure to Comply
    with Reporting Duties 5090
Sex Offender – Failure to Sign Registration...........5091
Obstruct (Other) 5099

5100-0 BRIBERY – Giving, offering, receiving or soliciting anything of value (i.e., a bribe, gratuity, or kickback) to sway the judgment or action of a person in a position of trust or influence.

NOTE: If the bribery involves changing the outcome of a sporting contest or event, it should be classified as offense file class 3900-4 Gambling – Sports Tampering.

Bribe – Giving...5101
Bribe – Offering 5102
Bribe – Receiving 5103
Bribe (Other)..5104
Conflict of Interest 5105
Gratuity – Giving..5106
Gratuity – Offering 5107
Gratuity – Receiving 5108
Gratuity (Other) 5109
Kickback – Giving...5110
Kickback – Offering 5111
Kickback – Receiving 5112
Kickback (Other)..5113
Bribery (Other)...5199

WEAPONS OFFENSES – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

5200-1 WEAPONS OFFENSE – CONCEALED – Offenses relating to concealment, sale, purchase, or possession of firearms or cutting instruments.

Altering Identification 5201
Carrying Concealed..5202
Carrying Prohibited...5203
Safety Inspection & Registration Violation............5210
Possession of Weapon..5212
Selling & Purchase Violations 5214
Short Barreled Shotgun or Rifle – Manufacture,
    Sell, Offer for Sale, Possess 5273
Possession of Firearm in Commission of Crime....................5275
Weapon, Carry in Prohibited Zone 5287
Concealed Pistol Permit Violation 5288

Firearm in Auto (CCW)...5295
Possession or Use of Firearm While Under
    Influence of Liquor or Drugs 5297
Weapons Concealed (Other)..5289

5200-2 WEAPONS OFFENSE – EXPLOSIVES – Offenses relating to manufacturing, transporting, use or possession of explosives or incendiary devices.

Explosives (Bombs) – Teaching Use.....................................5204
Explosives (Bombs) – Transporting.......................................5205
Explosives (Bombs) – Using...5206
Incendiary Device – Possess 5207
Incendiary Device – Using..5208
Incendiary Device – Teaching Use..5209
Explosives – Manufacture, Sale, Furnishing 5279
Explosives – Possession of Bombs.......................................5281
Fireworks – Possession, Sale, Use, or Furnish......................5282
Illegal Possession/Use of Blank Pistol..................................5283
Weapons Explosives (Other)..5296

5200-3 WEAPONS OFFENSE – OTHER – Offenses which are not specifically defined in the Weapons Offense subcategories listed above.

Weapons, firing of (includes Careless, Reckless,
    Heedless Use)..5213
Weapons Offense (Other) 5299

PUBLIC PEACE – Offenses which agitate against or which disturb the peace or tranquility of the community in general.

5300-1 DISORDERLY CONDUCT – Any behavior that tends to disturb the public peace or decorum, scandalize the community, or shock the public sense of morality.

Disorderly Conduct...5311
Disturbing the Peace 5312
Affray, Jostling, Roughing Crowd 5374
Indecent, Immoral, Obscene or Vulgar Language...................5375
Disorderly Conduct (Other)...5393

5300-2 PUBLIC PEACE – OTHER – Offenses which are not specifically defined in the Public Peace subcategory listed above.

Anarchism 5301
Riot – Inciting...5302
Riot – Engaging in 5303
Riot – Interfere Fireman 5304
Riot – Interfere Officer 5305
Riot – (Other)...5306
Assembly – Unlawful 5307
False Fire Alarm 5308
Harassing Communications 5309

Telephone used for Obscene Calls 5372
Public Peace (Other) 5399

OPERATING MOTOR VEHICLE/BOAT/SNOWMOBILE VIOLATIONS – Violations with motor vehicles relating to hit and run accidents and operating under the influence. Violations with boats or snowmobiles relating to operating under the influence.

5400-1   HIT & RUN MOTOR VEHICLE ACCIDENT – Motor vehicle accidents occurring on a roadway or private property where the driver failed to stop and identify or give assistance.

Failed to Stop and Identify...8011
Failed to Give Assistance...8012
Failed to Report Accident 8013

5400-2   OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS – Driving or operating a motor vehicle, boat or snowmobile while mentally or physically impaired as the result of consuming an alcoholic beverage or using a drug or narcotic.

NOTE: Felony Death by Drunk Driving with a vehicle, boat or snowmobile is classified as offense file class 0900-3 Negligent Homicide – Vehicle/Boat/Snowmobile.

The following arrest charges are to be used for violation of the **MOTOR VEHICLE** *code:*

Operating with Blood Alcohol Content of .08% or more 8028
Operating While in the Presence of Drugs (OWPD)................8029
Child Endangerment (Occupant <16)....................................8030
Operating Under the Influence of
    Controlled Substance 8031
Permitted Person Under the Influence
    Controlled Substance to Operate 8032
Ability Impaired by Controlled
    Substance – Voluntary 8033
Allow Intoxicated Person to Operate Motor
    Vehicle Causing Serious Injury
        Alcohol..8036
        Drugs 8037
Operating Under the Influence of
    Intoxicating Liquor 8041
Permitted Person Under the Influence of
    Intoxicating Liquor to Operate 8042
Ability Impaired by Liquor – Voluntary 8043
"Per Se" Operating with B.A.C. of .10% or more 8044
Felony Long Term Incapacitating Injury by
    Drunk Driving...8047
Commercial Driver Operating with
    B.A.C. between .04%-.07%..8048
B.A.C. of Not Less Than 0.02% or More Than 0.07%
    for Person Under 21 Years of Age 8050
OUIL – Dispose of Vehicle to Avoid Forfeiture........................8053

*The following arrest charges are to be used for **OFF-ROAD VEHICLE (ORV)** violations:*

Operating Under the Influence of
    Controlled Substance 5421
Permitted Person Under the Influence of
    Controlled Substance to Operate 5422
Ability Impaired by Controlled Substance..............................5423
Operating Under the Influence of
    Intoxicating Liquor 5424
Permitted Person Under the Influence of
    Intoxicating Liquor to Operate 5425
Ability Impaired by Intoxicating Liquor...................................5426
Operating with B.A.C. of .10% or more 5427
Operating Under the Influence Causing Serious Injury 5428

*The following arrest charges are to be used for **SNOWMOBILE** violations:*

Operating Under the Influence
    of Controlled Substance 5451
Permitted Person Under the Influence of
    Controlled Substance to Operate 5452
Ability Impaired by
    Controlled Substance – Voluntary 5453
Operating Under the Influence of
    Intoxicating Liquor 5461
Permitted Person Under the Influence of
    Intoxicating Liquor to Operate 5462
Ability Impaired by Intoxicating Liquor – Voluntary.................5463
"Per Se" – Violation of Operating with
    B.A.C. of .10% or more...5464
Felony Long Term Incapacitating Injury 5467

*The following arrest charges are to be used for **BOAT** violations:*

Operating Under the Influence
    of Controlled Substance 5471
Permitted Person Under the Influence of
    Controlled Substance to Operate 5472
Ability Impaired by Controlled
    Substance – Voluntary 5473
Operating Under the Influence of
    Intoxicating Liquor 5481
Permitted Person Under the Influence of
    Intoxicating Liquor to Operate 5482
Ability Impaired by Intoxicating
    Liquor – Voluntary 5483
Operating with B.A.C. of .10% or more 5484
Felony Long Term Incapacitating Injury 5487

*The following arrest charges are to be used for **AIRCRAFT AND LOCOMOTIVE** violations:*

Operating Under the Influence of
    Controlled Substance 5491
Permitted Person Under the Influence of
    Controlled Substance to Operate 5492
Ability Impaired by Controlled Substance – Voluntary............5493
Operating Under the Influence of Intoxicating Liquor 5494
Permitted Person Under the Influence of
    Intoxicating Liquor to Operate 5495
Ability Impaired by Intoxicating Liquor 5496
Unlawful Blood Alcohol Content 5497
Operation within 8 Hours of Consumption
    of Intoxicating Liquor or Controlled Substance...................5498

5500-0   HEALTH AND SAFETY – Violations involving the endangering of health or physical safety of an individual or of a community, and not more specifically identifiable with another offense file class code.

Drugs – Adulterated 5501
Drugs – Misbranded 5502
Drugs – (Other) 5503
Food – Adulterated...5510
Food – Misbranded 5511
Food – (Other)...5512
Cosmetics – Adulterated 5520
Cosmetics – Misbranded...5521
Cosmetics – (Other) 5522
Large Carnivore Law Violation 5559
Dog Law Violations...5560
Animals at Large 5561
Violation of Underground Storage Tank Regulatory Act..........5562
Violation of Above Ground Storage Tank Regulatory Act 5563
Sell, Give, Furnish Tobacco Products to
    Persons under 18 years of age 5569
Persons under 18 years of age in Possession or
    Use of Tobacco Products 5570
Aircraft Safety Violations 5581
Violation of Boat & Navigation Laws..5582
Animals – Cruelty to 5586
Littering of Medical Waste 5587
Inhalation of Chemical Agents..5591
Violation of Smokeless Tobacco Products Law.......................5592
Violation of Smoking Laws 5593
Agricultural Violations...5598
Health & Safety Violations (Other)..5599

5600-0   CIVIL RIGHTS – Violations of civil rights as defined by state, local or federal statute.

Civil Rights – All Violations..5699

INVASION OF PRIVACY – Invasion of a legally established right to withhold one's self and property from public scrutiny.

5700-1   TRESPASS – To unlawfully enter land, a dwelling, or other real property.

> Trespass (Other) 5707
> Trespass – Hunting & Fishing on Private Lands 5767

5700-2   INVASION OF PRIVACY – OTHER – Offenses which are not specifically defined in the Invasion of Privacy subcategory listed above.

> Divulge Eavesdrop Information 5701
> Divulge Eavesdrop Order 5702
> Divulge Message Contents 5703
> Eavesdropping (Other) 5704
> Eavesdrop Equipment 5705
> Opening Sealed Communication...5706
> Wiretap, Failure to Report 5708
> Invade Privacy (Other) 5799

5800-0   SMUGGLING – Fraudulently bringing into or taking out of the country, another jurisdiction, or prison, any merchandise or goods for which duty has not been paid or which is otherwise prohibited.

> Smuggle Contraband 5801
> Smuggle Contraband into Prison/County Jail..........................5802
> Smuggle to Avoid Paying Duty..5803
> Smuggling (Other) 5899

5900-0   ELECTION LAWS – Offenses relating to the election of local, state, and federal officials.

> Violation of Election Laws 5999

6000-0   ANTITRUST – Offenses relating to trade and commerce laws.

> Antitrust 6099

6100-0   TAX/REVENUE – Offenses relating to laws established with regards to the raising of local, state or federal revenues, and which are not specifically identifiable with another offense file class code.

> Income Tax..6101
> Sales Tax 6102
> Liquor Tax 6103
> Fuel Tax 6104
> Cigarette Tax...6173
> Tax/Revenue (Other)...6199

6200-0   CONSERVATION – Offenses which relate to conservation and preservation of animals, fish, plants, parks, etc.

Animals (Out of season, over limit, etc.)...................................6201
Fish (Out of season, over limit, etc.)..6202
Birds (Out of season, over limit, etc.) 6203
License – Stamp Violations 6204
Environment 6205
Uncased Weapon in Vehicle (Conservation Violation)............6272
Hunting While Intoxicated..6273
Littering on Public or Private Property 6274
Snowmobile Violations (Except Trespass) 6276
Off Road Vehicle (ORV) Violations...6277
Violation of DNR Director's Order...6280
Violation of DNR Conservation Order.......................................6281
Violation of DNR Administrative Rule 6282
Violation of County Parks/Airport Rules and Regulations 6283
Violation of Conservation Laws (Other)...................................6299

6300-0   VAGRANCY – The violation of a court order, regulation, ordinance, or law requiring the withdrawal of persons from the streets or other specified areas; prohibiting persons from remaining in an area or place in an idle or aimless manner; or prohibiting persons from going from place to place without visible means of support.

Curfew 5313
Loitering...5314
Vagrancy (Other)..6399

7000-0   JUVENILE RUNAWAY – A person under the age of 17 who has left home without the permission of his/her parent(s) or legal guardian.

Runaway 7070

7300-0   MISCELLANEOUS CRIMINAL OFFENSE – Criminal offenses that do not appear to qualify for any of the preceding offense file class codes.

Miscellaneous Arrest 7399

7500-0   SOLICITATION (ALL CRIMES EXCEPT PROSTITUTION) – Requesting or encouraging someone to engage in illegal conduct. This offense file class is used when the crime has not been committed.

(Example: Solicitation to commit murder would be classified under this offense file class if the murder did not occur.)

Solicitation 7571

7700-0   CONSPIRACY (ALL CRIMES) – Investigation reveals the planning of a crime is being undertaken.

(Example: Conspiracy to murder would be classified under this offense file class until the planned event was executed. At that time, the offense file class would be changed to reflect the crime.)

Conspiracy 7771
Conspiracy by Computer..7772

Mutually Exclusive Offenses

Offenses that cannot occur to the same victim within the same incident (FBI/UCR definition).

Murder: negligent manslaughter is mutually exclusive.
Negligent manslaughter: murder, aggravated assault, simple assault, and intimidation are mutually exclusive.
Sexual penetration penis/vagina: sexual penetration non-forcible blood affinity and sexual penetration non-forcible other are mutually exclusive.
Forcible penetration oral/anal: sexual penetration non-forcible, blood affinity and sexual penetration non-forcible other are mutually exclusive.
Sexual penetration object: sexual penetration non-forcible blood affinity and sexual penetration non-forcible other are mutually exclusive.
Sexual contact forcible: sexual penetration non-forcible blood affinity and sexual penetration non-forcible other are mutually exclusive.
Sexual penetration non-forcible blood affinity: sexual penetration penis/vagina, sexual penetration oral/anal, sexual penetration object and sexual contact forcible are mutually exclusive.
Sexual penetration non-forcible other: sexual penetration penis/vagina, sexual penetration oral/anal, sexual penetration object and sexual contact forcible are mutually exclusive.

Lesser Included Offense

An offense that is an element of another offense and should not be reported as having happened to the victim along with the other offense (FBI/UCR definition).

Murder: aggravated assault, simple assault and intimidation are all lesser included offenses.
Aggravated assault: simple assault and intimidation are lesser included offenses.
Simple assault: intimidation is a lesser included offense.
Sexual Penetration Penis/Vagina: aggravated assault, simple assault, intimidation, and sexual contact forcible are lesser included offenses.
Forcible Penetration Oral/Anal: aggravated assault, simple assault, intimidation, and sexual contact forcible are lesser included offenses.
Sexual Penetration Object: aggravated assault, simple assault, intimidation, and sexual contact forcible are lesser included offenses.
Sexual Contact Forcible: simple assault and intimidation are lesser included offenses.
Robbery: aggravated assault, simple assault, intimidation, and all theft offenses (including motor vehicle theft) are lesser included offenses.

MICHIGAN INCIDENT CRIME REPORTING
(MICR)

SECTION III

DATA ELEMENTS

DATA ELEMENT # 1.   Action

DATABASE NAME: ACTION

DATA FORMAT: One (1) character   Alpha/Numeric

CODING STRUCTURE:

Enter the one (1) character code identifying the action to be taken with the input screen/format.

O = Enter <u>ORIGINAL</u> incident data to the database.
A = <u>ADD</u> information to the incident record.
M = <u>MODIFY</u> exceptional clearance of the incident on the database.
R = <u>REPLACE</u> the original incident data on the database.
D = <u>DELETE</u> data on the database.
W = <u>WINDOW</u> UPDATE exceptional clearance, arrests, and recovered property.
I   = <u>INQUIRY</u> the database for incident information.

NOTE: See procedures below.

Base Date is defined as a January 1 of the first year of the two years of data retained on the state on-line MICR database.

Start Date is defined as the date the agency begins submitting MICR data.

EDITS:
- Must be valid code.
- <u>Required</u> for all transaction screens/formats.
- Action "O" is valid only for Incident (MICR.1) transaction screen/format.
- Action "O" is not valid for incidents with an Original Year prior to the base date or agency start date.
- Action "A" is not valid for Incident (MICR.1) transaction screen/format.
- Action "A" is not valid if Assist ORI is completed.
- Action "M" is valid only for Incident MICR.1) transaction screen/format.
- Action "R" is valid only for Incident (MICR.1) transaction screen/format.
- Action "D" is valid for all transaction screens/formats.
- Action "W" is valid only for Incident (MICR.1), Arrest (MICR.7), or Property (MICR.9) transaction screens/formats.
- Action "W" is valid only for incidents with an Original Year and original Date of Occurrence/Report prior to the base date or agency start date.
- If Action is "W," Exceptional Clearance Date, Date of Arrest, or Date Recovered cannot be prior to the base date or agency start date.

PROCEDURES

<u>ACTION "O"</u>

Action "O" is used to enter original incident data on the database using the <u>Incident (MICR.1)</u> transaction screen/format. Administrative and Offense information is required for all original incidents. Victim and Offender information is required for all original incidents with an offense

that is defined by the FBI as a Group A offense along with Negligent Homicide Vehicle/Boat and Nonviolent Family Offenses. If entering a "Crime against Property," Kidnapping, or Gambling, a Property record is also required.

Following are the minimum mandatory data elements which must be entered for each original incident. However, completion of other data elements may be required depending on the codes entered in these data elements:

ELEMENT NUMBER   01 – Action (must be "O")
                             02 – Originating Agency Identifier Number
                             03 – Original Year
                             04 – Incident Number
                             05 – County
                             06 – City/Township
                             08 – Date of Occurrence/Report
                             09 – Occurrence/Report Date Indicator
                             10 – Hour Occurred
                             14 – Offense File Class
                             15 – Location Site
                             16 – Offense Attempted/Completed
                             61 – Incident Complete Indicator

Required if offense is a Group A offense, Negligent Homicide Vehicle/Boat, or Nonviolent Family Offenses:

ELEMENT NUMBER   17 – Offender Suspected of Using
                             22 – Offender Number
                             26 – Victim Number
                             27 – Victim Connected Offense File Class
                             28 – Victim Type

EXCEPTION: If submitting a record to indicate "no criminal data to report," the data elements required are:

ELEMENT NUMBER   01 – Action (must be "O")
                             02 – Originating Agency Identifier Number
                             03 – Original Year
                             04 – Incident Number (must be "0000000000")
                             05 – County
                             06 – City/Township
                             08 – Date of Occurrence/Report (Day must be "00")
                             09 – Occurrence/Report Date Indicator (must be "R")
                             61 – Incident Complete Indicator

ACTION "A"

Action "A" is used to add supplemental offenders, victims, arrests, and property using the Offender (MICR.3), Victim (MICR.5), Arrest (MICR.7), or Property (MICR.9) transaction screens/formats. An original incident must be present on the database.

Following are the minimum mandatory data elements required for each type of transaction screen/format. Other data elements are required depending on the supplemental information being added.

ELEMENT NUMBER   01 – Action (must be "A")
                            02 – Originating Agency Identifier Number
                            03 – Original Year
                            04 – Incident Number
                            61 – Incident Complete Indicator

ACTION "M"

Action "M" is used to modify Exceptional Clearance and Exceptional Clearance Date on the database using the Incident (MICR.1) transaction screen/format.

Following are the mandatory data elements required to modify the Exceptional Clearance and Exceptional Clearance Date.

ELEMENT NUMBER   01 – Action (must be "M")
                            02 – Originating Agency Identifier Number
                            03 – Original Year
                            04 – Incident Number
                            08 – Date of Occurrence/Report
                            11 – Exceptional Clearance
                            12 – Exceptional Clearance Date
                            61 – Incident Complete Indicator

If an incident was initially entered as exceptionally cleared and needs to be changed so an arrest can be added, the incident may be modified and leave the Exceptional Clearance and Exceptionally Clearance Date (data elements 11 and 12) blank.

All other information cannot be modified. To change data in the administrative (excluding exceptional clearance and exceptional clearance date) and offense records, the entire incident must be deleted and re-entered. Individual offender, victim, arrest, or property records can be changed by first deleting that individual record and re-entering only that individual record with the correct information.

Action "R"

Action "R" is used to replace original incident data on the database using the Incident (MICR.1) transaction screen/format. This action will delete **ALL** data for the incident and replace it with the information contained in the screen/format. Therefore, all edits will apply as if entering an original incident. If more than one victim, one offender, one arrest and/or four property items need to be replaced, they must be added after the original incident is replaced.

Following are the minimum mandatory data elements which must be entered for each replace incident. However, completion of other data elements may be required depending on the codes entered in these data elements.

ELEMENT NUMBER   01 – Action (must be "R")
                           02 – Originating Agency Identifier Number
                           03 – Original year
                           04 – Incident Number
                           05 – County
                           06 – City/Township
                           08 – Date of Occurrence/Report
                           09 – Occurrence/Report Date Indicator
                           10 – Hour Occurred
                           14 – Offense File Class
                           15 – Location Site
                           16 – Offense Attempted/Completed
                           61 – Incident Complete Indicator

Required if offense is a Group A offense, Negligent Homicide Vehicle/Boat, Nonviolent Family Offenses:

ELEMENT NUMBER   17 – Offender Suspected of Using
                           22 – Offender Number
                           26 – Victim Number
                           27 – Victim Connected Offense File Class
                           28 – Victim Type

Action "D"

Action "D" is used to delete information from the database.

__Administrative__ – To delete the administrative, offense, offender, victim, arrest, and property records connected to the incident, use the Incident (MICR.1) transaction screen/format. This action is used to delete unfounded incidents previously submitted as originals. [NOTE: Special care should be taken when using this action code and the Incident (MICR.1) screen/format as all data for the incident will be deleted.]

Mandatory data elements:
ELEMENT NUMBER   01 – Action (must be "D")
                           02 – Originating Agency Identifier
                           03 – Original Year
                           04 – Incident Number
                           61 – Incident Complete Indicator

__Offenders__ – To delete individual offender records use the Offender (MICR.3) transaction screen/format.

Mandatory data elements:
ELEMENT NUMBER   01 – Action (must be "D")
                           02 – Originating Agency Identifier
                           03 – Original Year
                           04 – Incident Number
                           22 – Offender Number
                           61 – Incident Complete Indicator

Victims – To delete individual victim records use the Victim (MICR.5) transaction screen/format.

Mandatory data elements:
ELEMENT NUMBER   01 – Action (must be "D")
                                               02 – Originating Agency Identifier
                                               03 – Original Year
                                               04 – Incident Number
                                               26 – Victim Number
                                               61 – Incident Complete Indicator

Arrests – To delete individual arrest records use the Arrest (MICR.7) transaction screen/format.

Mandatory data elements:
ELEMENT NUMBER   01 – Action (must be "D")
                                               02 – Originating Agency Identifier
                                               03 – Original Year
                                               04 – Incident Number
                                               39 – Arrest Number
                                               61 – Incident Complete Indicator

Property – To delete individual property records use the Property (MICR.9) transaction screen/format.

Mandatory data elements:
ELEMENT NUMBER   01 – Action (must be "D")
                                               02 – Originating Agency Identifier
                                               03 – Original Year
                                               04 – Incident Number
                                               52 – Item Number
                                               61 – Incident Complete Indicator

ACTION "W"

Action "W" is used to update the exceptional clearance, arrests, or recovered property for incidents with an original date of report prior to the base date or agency start date. Administrative and offense information must be entered [using the Incident (MICR.1) transaction screen/format] prior to submitting supplemental Arrest (MICR.7) or Property (MICR.9) transaction screens/formats.

All three types of updates (exceptional clearance, arrests, or recovered property) must include administrative information and the offense file class(es). An Incident (MICR.1) transaction screen/format must be submitted with data elements:

ELEMENT NUMBER   01 – Action (must be "W")
                                               02 – Originating Agency Identifier Number
                                               03 – Original Year
                                               04 – Incident Number
                                               05 – County
                                               06 – City/Township
                                               08 – Date of Occurrence/Report (original date of occurrence)

14 – Offense File Class
61 – Incident Complete Indicator

EDITS:
- **If Action = W – Hour occurred cannot be entered**

__Exceptional Clearance__ – These data elements are also completed on the administrative record if the incident is updated to exceptional clearance:

ELEMENT NUMBER   11 – Exceptional Clearance
12 – Exceptional Clearance Date

__Arrest__ – These data elements are completed if arrest records are being added:

ELEMENT NUMBER   39 – Arrest Number
40 – Arrest Type
41 – Arrest Age
42 – Arrest Race
43 – Arrest Sex
44 – Arrest Ethnicity
45 – Arrest Residence
46 – Arrest Charge
47 – Arrest Armed
48 – Date of Arrest
49 – Multiple Arrest Indicator
50 – Disposition of Arrest under 18 (only if arrest is under
    18 years old)
51 – Clearance Indicator
61 – Incident Complete Indicator

If only one arrest is being added to the incident, submit the administrative, offense, and arrest on the Incident (MICR.1) transaction screen/format. If multiple arrests are being added to the incident, first submit the administrative, offense, and one arrest record on the Incident (MICR.1) transaction screen/format and the remaining arrests can be submitted on the supplemental Arrest (MICR.7) transaction screen/format. In other words, an Incident (MICR.1) transaction screen/format must be on the database prior to submission of a supplemental Arrest (MICR.7) transaction screen/format.

__Recovered Property__ – These data elements must be completed if property is recovered which was originally reported stolen by your agency:

ELEMENT NUMBER   52 – Item Number
53 – Property Loss Type (must be "5" RECOVERED)
54 – Property Class
55 – Property Value
56 – Date Recovered
57 – Number of Stolen/Recovered Vehicles (only if
       Property Description is "03" AUTOMOBILES, "05"
       BUSES, "24" OTHER MOTOR VEHICLES, "28"
       RECREATIONAL VEHICLES, or "37" TRUCKS)
61 – Incident Complete Indicator

If four or less different property records are being updated to recovered, submit the administrative, offense, and property information on the Incident (MICR.1) transaction screen/format. If more than four different property records are being updated, first submit the administrative, offense, and four property records on the Incident (MICR.1) transaction screen/format and the remaining property records on the supplemental Property (MICR.9) transaction screen/format. In other words, an Incident (MICR.1) transaction screen/format must be on the database prior to submission of a supplemental Property (MICR.9) transaction screen/format.

Action "I"

Action "I" is used to inquire specific incident data from the database. This action code is available to LEIN terminal agencies only or agencies who have access to a LEIN terminal. It can be used on all transaction screens.

Inquiry using the Incident (MICR.1) transaction screen will query the database for all information for the incident. The Incident (MICR.1) screen can be completed with all administrative and offense information, one victim, one offender, one arrest and four property items. If additional victims, offenders, arrests, and/or property are on the database for the incident, they can be queried using the supplemental screens.

Inquiry using the Offender (MICR.3) transaction screen will query the database for all offenders for the incident. If no number is entered in the first Offender Number field, the record will display up to twenty offenders beginning with Offender Number 01. If a number is entered in the first Offender Number field, the record will display up to twenty offenders beginning with the requested Offender Number.

Inquiry using the Victim (MICR.5) transaction screen will query the database for all victims for the incident. If no number is entered in the first Victim Number field, the record will display up to five victims beginning with Victim Number 01. If a number is entered in the first Victim Number field, the record will display up to five victims beginning with the requested Victim Number.

Inquiry using the Arrest (MICR.7) transaction screen will query the database for all arrests for the incident. If no number is entered in the first Arrest Number field, the record will display up to seven arrests beginning with Arrest Number 01. If a number is entered in the first Arrest Number field, the record will display up to seven arrests beginning with the requested Arrest Number.

Inquiry using the Property (MICR.9) transaction screen will query the database for all property items in the incident. If no number is entered in the first Item Number field, the record will display up to ten items beginning with Item Number 001. If a number is entered in the first Item Number field, the record will display up to ten items beginning with the requested Item Number.

Mandatory data elements for each transaction screen:
ELEMENT NUMBER   01 – Action (must be "I")
                            02 – Originating Agency Identifier Number
                            03 – Original Year
                            04 – Incident Number

DATA ELEMENT # 2:   Originating Agency Identifier (ORI) Number

DATABASE NAME: ORI

DATA FORMAT: Nine (9) characters Alpha/Numeric ("MI" plus seven (7)
                             Numeric)

CODING STRUCTURE: Enter the nine (9) character ORI number which has been
                             Assigned to your agency.

NOTE:
    The ORI number is mandatory for all transaction screens/formats and all actions.

EDITS:
- Must be a valid nine (9) character NCIC number.
- First two digits must be "MI."
- <u>Required</u> for all transactions records.

DATA ELEMENT # 3:   Original Year

DATABASE NAME: ORIG-YEAR

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the year when the incident occurred or was first
                             reported to the agency.

NOTE:
    The original year is mandatory for all transaction screens/formats and all actions.

EDITS:
- Must be valid year.
- Year cannot be future year.
- Original Year and year in Date of Occurrence/Report must be the same.
- <u>Required</u> for all transaction screens/formats.

DATA ELEMENT # 4:   Incident Number

DATABASE NAME: INCIDENT-NO

DATA FORMAT: 10 character – Numeric

CODING STRUCTURE: Enter up to 10 characters which uniquely identifies each
                             reporting incident.

NOTE:
   The incident number is mandatory for all transaction screens/formats and all actions.

EDITS:
   - Must be a unique number for each originating agency for each original year unless
     number is "0000000000."
   - <u>Required</u> for all transaction screens/formats.
   - Cannot have embedded "blanks" between first and last non-blank character.

DATA ELEMENT # 5:   County

DATABASE NAME: County

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) digit county code where the incident
                                     occurred.

NOTE:
    The county code is mandatory for all Action "O" (ORIGINAL), "R" (REPLACE), or "W"
(WINDOW UPDATE) incidents.

    For most incidents reported by sheriff and local agencies, this code will be the same as the
County code within the ORI. However, if your jurisdiction crosses county lines, report the
county in which the incident occurred.

    Sanilac, Schoolcraft, Shiawassee, St. Clair, and St. Joseph county numbers have been
changed to match the county number in the ORI.

EDITS:
- Must be "01-83."
- Must be valid county for reporting ORI.
- <u>Required</u> when Action is "O" (ORIGINAL), "R" (REPLACE), or "W" (WINDOW UPDATE).

EXAMPLES:
    The incident occurred in Washtenaw County, the entry should be "81."

    The incident occurred in St. Joseph County, the entry should be "75."

DATE ELEMENT # 6:			City/Township

DATABASE NAME:			CITY-TWP

DATA FORMAT:			Two (2) characters – Numeric

CODING STRUCTURE:		Enter the two (2) digit code for the City/Township where
							the incident occurred.

NOTE:

The City/Township code is mandatory for all Action "O" (ORIGINAL), "R" (REPLACE), or "W" (WINDOW UPDATE) incidents.

Refer to Section VII for valid city/township codes.

EDITS:

- Must be valid city/township code within the county.
- Must be valid city/township code for reporting ORI.
- Required when Action is "O" (ORIGINAL), "R" (REPLACE), or "W" (WINDOW UPDATE).
- If city/township code is a prison, then Location Site, Data Element #15, must be "15" (JAIL, PRISON).

EXAMPLES:

If the incident occurred in the city of Ann Arbor in Washtenaw County, the entry should be "89."

If the incident occurred in the city of Detroit in Wayne County, the entry should be "99."

DATA ELEMENT # 7:   Geocode

DATABASE NAME: GEO-CODE

DATA FORMAT: Four (4) characters – Alpha/Numeric

CODING STRUCTURE: This data element is for use by the entering agency. Possible
                             uses include the entry of Geocode location to identify station,
                             division, post, team, precinct, etc.

NOTE:
   Optional

EDITS:
   - None

EXAMPLE:
   The incident occurred in the 12th Precinct of the Detroit Police Department, "12" can be
   entered in this element.

DATA ELEMENT # 8:   Date of Occurrence/Report

DATABASE NAME: INC-DATE

DATA FORMAT: Six (6) characters – Numeric/Month/Day/Year
                              (MMDDYY)

CODING STRUCTURE: Enter the Month, Day and Year when the incident occurred or
                              began. If the date of occurrence is unknown, enter the date the
                              incident was reported to the agency.

NOTE:
   The Date of Occurrence/Report is mandatory for all Action "O" (ORIGINAL), "R" REPLACE),
   OR "W" (WINDOW UPDATE) incidents.

EDITS:
   - Must be valid date.
   - Month must be "01-12."
   - Day cannot exceed the number of days for the month occurred/reported.
   - Date cannot be future date from date of entry.
   - Year in Date of Occurrence/Report and Original Year must be the same.
   - Day must be "00" if Incident Number is "0000000000."
   - Required when Action is "O" (ORIGINAL) or "R" (REPLACE), or "W" (WINDOW
     UPDATE).
   - If Action is "O" (ORIGINAL) or "R" (REPLACE), Date of Occurrence/Report cannot
     be prior to the base date or agency start date.
   - If Action is "W" (WINDOW UPDATE), Date of Occurrence/Report must be prior to the
     base date or agency start date but cannot be earlier than January 1, 1950.

EXAMPLES:
   If a robbery occurred at 9:00 p.m. on April 26, 2006, the entry should be "042606."

   If a kidnapping started at 11:30 p.m. on May 4, 2006, and ended at 1:00 p.m. on May 7,
   2006, the entry should be "050406."

   If a breaking and entering occurred at a cabin sometime between October 2005 and April
   2006, but was not reported to the police until April 30, 2003, the entry should be "043006."

DATA ELEMENT # 9:   Occurrence/Report Date Indicator

DATABASE NAME: DATE-IND

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate whether the Date of
                            Occurrence/Report is the date of occurrence (E) or date of report
                            (R).

                            E = Date of Occurrence (event)
                            R = Date of Report

NOTE:
The Report Date Indicator is mandatory for all Action "O" (ORIGINAL) or "R" (REPLACE) incidents.

EDITS:
- Must be blank or valid code "E" or "R."
- <u>Required</u> when Action is "O" (ORIGINAL) or "R" (REPLACE).
- Must be "R" if Incident Number is "0000000000."

EXAMPLES:
If a robbery occurred at 9:00 p.m. on May 26, 2006, the entry should be "E."

If a kidnapping started at 11:30 p.m. on May 4, 2006, and ended at 1:00 p.m. on May 7, 2006, the entry should be "E."

If a breaking and entering occurred at a cabin sometime between October 2005 and April 2006, but was not reported to the police until April 30, 2006, the entry should be "R."

DATA ELEMENT #10:   Hour Occurred

DATABASE NAME: HOUR-OCCUR

DATA FORMAT: Two (2) characters – Alpha/Numeric, Military/24-hour

CODING STRUCTURE: Enter the hour of day that the incident occurred or the beginning of the time period in which it occurred. If the time occurred is unknown, enter "99."

EDITS:
- Must be blank, valid number "00" through "23," or "99."
- <u>Required</u> when Action is "O" (ORIGINAL) unless Incident Number is "0000000000.)
- <u>Required</u> when Action is "R" (REPLACE).
- Must be blank when Action is "W" (WINDOW).

EXAMPLES:

If a robbery occurred at 9:00 p.m. on May 26, 2006, the entry should be "21."

If a kidnapping started at 11:30 p.m. on May 4, 2006, and ended at 1:00 p.m. on May 7, 2006, the entry should be "23."

If the hour the incident occurred is unknown, the entry should be "99."

DATA ELEMENT #11:   Exceptional Clearance

DATABASE NAME: EXCEPT-CLE

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character code to indicate the reason for
                             exceptional clearance and complete Exceptional Clearance Date.
                             Leave blank if incident is not exceptionally cleared.

                             10 = Death of offender
                             11 = Prosecution declined (by the prosecutor for other than
                                    lack of probable cause)
                             12 = Extradition denied
                             13 = Victim refused to cooperate (in the prosecution)
                             14 = Juvenile/no custody (the handling of a juvenile without
                                    taking him/her into custody, but rather by oral or
                                    written notice given to the parents or legal guardian
                                    in a case involving a minor offense).

NOTE:
   The following four conditions must be met to exceptionally clear an offense:

   a) the investigation must have clearly and definitely established the identity of at
       least one offender;
   b) sufficient probable cause must have been developed to support the arrest,
       charging, and prosecution of the offender;
   c) the exact location of the offender must be known so that an arrest could be
       made;
   d) there must be a reason outside the control of law enforcement which
       prevents the arrest.

   In a multiple offense incident, an exceptional clearance of one offense clears all offenses in
   the incident.

   Instances may occur when an offender already in custody or serving a sentence confesses
   to an uncleared crime. This situation is actually a variation of true clearance by arrest and
   should not be exceptionally cleared. Arrest data should be reported on the offender who,
   although not "apprehended," will in most instances be prosecuted on the new charge.

EDITS:
   If completed:
   • must be valid code,
   • must complete Exceptional Clearance Date,
   • an arrest record cannot be submitted for the entire incident,
   • Offender Number cannot be "00" (offender age, race, and sex must be known).

   Must be blank if Offense File Class is 0900-4 Justifiable Homicide.

EXAMPLES:

During a bank robbery the offender is fatally shot by police officers, enter "10" (DEATH OF OFFENDER) and complete Exceptional Clearance Date.

An incident involved two offenders – one of whom could not be extradited and the second was still at large. An incident record was sent to the state program with this data element coded as "12" (EXTRADITION DENIED). The second offender is arrested six months later. Since an arrest is superior to an exceptional clearance and an arrest cannot be submitted with an exceptional clearance, the Exceptional Clearance and Exceptional Clearance Date must be modified and the arrest information added to the incident.

An arrested person confesses to multiple incidents but the prosecutor refuses to prosecute on all incidents. The arrest should be reported for all incidents and not cleared as an exceptional clearance. [One incident will have an arrest record with "C" (COUNT ARREST) and the other incidents will have arrest records with "M" (MULTIPLE) in data element #49, Multiple Arrest Indicator.]

DATA ELEMENT #12:   Exceptional Clearance Date

DATABASE NAME: CLEAR-DATE

DATA FORMAT: Six (6) characters – Numeric Month/Day/Year
                                (MMDDYY)

CODING STRUCTURE: Enter the Monday, Day and Year when the incident
                                has been exceptionally cleared.

EDITS:
- Must be completed if Exceptional Clearance is completed.
- Month must be "01-12."
- Day cannot exceed the number of days for the month of clearance.
- Date cannot be future date from date of entry.
- Arrest record cannot be submitted.
- Must be blank if Exceptional Clearance is blank.
- Exceptional Clearance Date cannot be prior to Date of Occurrence/Report.
- If completed, Exceptional Clearance must be completed.
- If action is "W" (WINDOW UPDATE), Exceptional Clearance Date cannot be prior to the base date or agency start date.

EXAMPLE:
During a bank robbery on May 4, 2006, the offender was fatally shot by police officers, "10" (DEATH OF OFFENDER) should be entered in Exceptional Clearance and "050406" should be entered in this data element.

DATA ELEMENT #13:   Assist Originating Agency Identifier (ORI) Number

DATABASE NAME: ASSIST-ORI

DATA FORMAT: Nine (9) characters – Alpha/Numeric

CODING STRUCTURE: Enter the nine (9) character ORI Number assigned to the agency that was assisted.

NOTE:
Optional

The incident investigation/arrest is being handled by another police jurisdiction.

Assist incidents will not be forwarded to the FBI.

EDITS:
- Must be valid ORI Number.
- Assist ORI cannot be same as data element #2, Originating Agency Identifier (ORI) Number.
- If Assist ORI is entered, the only data elements which can be entered are:
    - Action
    - ORI
    - Original Year
    - Incident Number
    - County
    - City/Township
    - Date of Occurrence/Report
    - Report Date Indicator
    - Hour Occurred
    - Offense File Class
- If Assist ORI is entered, Offender, Victim, Arrest and Property information cannot be entered.

DATA ELEMENT #14:   Offense File Class

DATABASE NAME: OFFENSE-CO

DATA FORMAT: Five (5) characters – Numeric

CODING STRUCTURE: Enter the MICR offense code for each offense involved in an
                          incident. Four (4) offenses may be entered per incident. The
                          reporting agency must determine the four most serious offenses if
                          more than four occur in the incident.

NOTE:

A separate offense record must be completed for each offense involved in the incident.

Offense File Class, Location Site, Offense Attempted/Completed, and Offender Suspected
of Using must be completed for each offense entered.

Weapon Type, Suspected Bias Motivation, Activity Type, and Premises Entered are required
for certain Offense File Classes.

Refer to Offense File Class Definitions and Arrest Charges, Section II, for valid MICR
Offense File Classes.

EDITS:
- Must be a valid MICR Offense File Class.
- <u>Required</u> for all offense records.
- <u>Required</u> when Action is "O" (ORIGINAL) unless Incident number is "0000000000."
- <u>Required</u> when Action is "R" (REPLACE) or "W" (WINDOW UPDATE).
- Offense File Class cannot be repeated as another offense record in the incident.
- Only one Offense File Class can be submitted in an incident when the incident
  involves the offense of:

0900-4	Justifiable Homicide
7500-0	Solicitation
7700-0	Conspiracy

- Justifiable Homicide, 0900-4, cannot be reported as an offense when Action is "W"
  (WINDOW UPDATE).
- A minimum of one (1) victim record is required for each ORIGINAL or REPLACE
  incident (Action "O" or "R") where the Offense File Class is:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree

EDITS (*continued*):

1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1200-1	Robbery
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare Fraud
2600-5	Fraud – Wire Fraud
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Control Substance
3500-2	Narcotic Equipment Violations
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other
3700-0	Obscenity
3800-1	Family – Abuse/Neglect Nonviolent
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting/Assisting
3900-3	Gambling – Equipment Violations
3900-4	Gambling – Sports Tampering
4000-1	Commercialized Sex – Prostitution
4000-2	Commercialized Sex – Assisting/Promoting Prostitution
5100-0	Bribery
5200-1	Weapons Offense – Concealed

     5200-2   Weapons Offense – Explosives
     5200-3   Weapons Offense – Other

- "Crimes against Society" can only have one (1) victim record pointing to it via data element Victim Connected Offense File Class if these crimes against society are the only offenses reported in the incident.
- A property record is <u>required</u> and can only be entered when Action is "O" (ORIGINAL) or "R" (REPLACE) <u>and</u> the incident involves one or more of the following Offense File Classes:

1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1200-0	Robbery
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare Fraud
2600-5	Fraud – Wire Fraud
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance Act
3500-2	Drug Equipment Violations
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting/Assisting
3900-3	Gambling – Equipment Violations
3900-4	Gambling – Sports Tampering
5100-0	Bribery

- If the Offense File Class is 2400-1 Motor Vehicle Theft, at least one property record must have a Property Class of "03" (AUTOMOBILES), "05" (BUSES), "24" (OTHER MOTOR VEHICLES), "28" (RECREATIONAL VEHICLES), OR "37" (TRUCKS).

- If the Offense File Class is 2300-1 through 2300-7 <u>and</u> this is the only offense entered in the incident, Property Class cannot be "03" (AUTOMOBILES), "05" (BUSES), "24" (OTHER MOTOR VEHICLES), "28" (RECREATIONAL VEHICLES), OR "37" (TRUCKS).

EXAMPLES:

If an incident involved robbery and motor vehicle theft, two offense records would be submitted; one with Offense File Class "12000" and the other with Offense File Class "24001."

If two people were victims of aggravated assault, only one offense record would be submitted with Offense File Class "13002," and two victim records would be submitted.

If an incident involved a motor vehicle theft and the vehicle contained property which also should be reported stolen (such as tools, camera equipment, golf clubs, etc.), one offense record would be submitted with Offense File Class "2400-1."

If an incident involved the theft of a tractor trailer containing a shipment of televisions which was the real object of the theft, it will be up to the reporting agency whether to report two offenses, i.e., Motor Vehicle Theft (truck) and Larceny Theft (televisions).

During a robbery the offender was killed by a police officer. Two incidents would be submitted. One would be the Robbery (12000) with the criminal as the offender and the person or place being robbed as the victim. The other incident would be a Justifiable Homicide (0900-4) with the criminal as the victim and the police officer as the offender.

Six people were involved in a barroom fight. Technically, this case involves multiple incidents because, although the offenders assaulted each other, it cannot be said that they were "acting in concert," especially in the assault on themselves. Therefore, cases in which the participants are both victims and offenders can be reported two ways. As multiple incidents or as a single incident with multiple victims and offenders using the Victim to Offender Relationship code of "31" (VICTIM WAS OFFENDER). The reporting agency is to determine how these types of cases are reported to the state program.

The investigating agency arrested a person for conspiracy to murder before the arrestee was able to enact his plan. Since no murder or assault had occurred, the incident would be reported with the Offense File Class of 77000 Conspiracy.

The investigation of a bank robbery determined that a bank teller had provided information to the offenders who had performed the bank robbery. The bank teller was charged with conspiracy. Because the robbery did occur, the Offense File Class would be reported as 12000 Robbery. A Conspiracy offense cannot be reported with another offense in an incident; however, the conspiracy charge (7771) could be reported for the bank teller.

DATA ELEMENT #15:   Location Site

DATABASE NAME: LOCATION

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character code to indicate the location of each
                         offense which best describes circumstances of the offense.

01 = Air/Bus/Train Terminal
02 = Bank/Savings & Loan (includes other financial institutions
03 = Bar/Night Club
04 = Church/Synagogue/Temple (includes other religious
        buildings)
05 = Commercial/Office Buildings
06 = Construction Site
07 = Convenience Store
08 = Department/Discount Store
09 = Drug Store/Doctor's Office/Hospital (includes medical supply
        building)
10 = Field/Woods
11 = Government/Public Building
12 = Grocery/Supermarket
13 = Highway/Road/Alley (includes street)
14 = Hotel/Motel, etc. (includes other temporary lodgings)
15 = Jail/Prison (includes penitentiary)
16 = Lake/Waterway
17 = Liquor Store
18 = Parking Lot/Garage
19 = Rental Storage (includes "mini-storage" & "self-storage"
        buildings)
20 = Residence/Home (includes apartment, condominium and
        nursing home)
21 = Restaurant (includes cafeteria)
23 = Service/Gas Station
24 = Specialty Store (includes fur store, jewelry store, TV store,
        dress shop, etc.)
31 = School (includes private and public K through 12, nursery
        and day care facilities)
32 = College (includes junior colleges, universities, trade and
        technical schools)
33 = Rest Area/Roadside Park
34 = Scale Site
35 = Campground (includes cabin/camp)
36 = Casino
88 = Other
99 = Unknown

EDITS:

- Must be valid code "01" through "21," "23," "24," "31" through "36," "88," or "99."
- <u>Required</u> when Action is "O" (ORIGINAL) unless Incident Number is "0000000000."
- <u>Required</u> when Action is "R" (REPLACE).
- If Offense File Class is 2200-1 Burglary Forced Entry or 2200-2 Burglary Entry Without Force and Premises Entered is completed, then Location Type must be "14" (Hotel/Motel, etc.) or "19" (Rental Storage).
- All college/university police departments must indicate "32" in this data element for all incidents that occur on college/university property.

EXAMPLE:

An assault started in a bar ("03"), continued into an adjoining parking lot ("18"), and ended in the street ("13"). As the bar was the location where the offense was initiated and best describes the circumstances of the crime, "03" (BAR/NIGHT CLUB) should be entered.

DATA ELEMENT #16:   Offense Attempted/Completed

DATABASE NAME: ATTEMPT

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate if the offense
                               was attempted or completed.

                               A = Attempted
                               C = Completed

NOTE:
  If there was more than one occurrence of the same MICR offense within an incident and one
  was completed, then "C" (COMPLETED) must be entered (See Example #1).

  Attempted murder is to be classified as aggravated assault.

EDITS:
  - Must be "A" or "C."
  - <u>Required</u> when Action is "O" (ORIGINAL) unless Incident Number is "0000000000."
  - <u>Required</u> when Action is "R" (REPLACE).
  - Must be "C" (COMPLETED) if Offense File Class is:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat
0900-4	Justifiable Homicide
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking

  - If "A" (ATTEMPTED) and offense file class is one of the following, then Type of
    Property Loss must be "0" (NONE) or "9" (UNKNOWN). This edit is ignored when
    one or more property offenses in the incident is "C" (COMPLETED).

1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1200-0	Robbery
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other

EDITS (*continued*):

2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare Fraud
2600-5	Fraud – Wire Fraud
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance Act
3500-2	Drug Equipment Violations
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting
3900-3	Gambling – Equipment Violations
3900-4	Gambling – Sports Tampering
5100-0	Bribery

EXAMPLES:

During the same incident, the offender had forcible sexual intercourse with one victim and attempted forcible sexual intercourse with a second victim but left the scene prior to completion of the act. Since one act was completed and only one file class is reported, "C" (COMPLETED) should be entered in this data element.

During a robbery, the offender murdered one victim and attempted to murder another victim before leaving the scene. Three offenses would be coded "C" (COMPLETED) as 1200 for the robbery, 0900-1 for the murder, and 1300-2 for the attempted murder.

DATA ELEMENT #17:   Offender Suspected of Using

DATABASE NAME: USED

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate if any of the offenders were suspected of consuming alcohol or using drugs/narcotics during or shortly before the incident; or of using computer equipment to perpetrate the crime; or a combination of alcohol, drugs/narcotics and computer equipment. Up to three (3) codes can be entered.

A = Alcohol
C = Computer Equipment
D = Drugs/Narcotics
N = Not Applicable/None

NOTE:
If the offenders were not suspected of using alcohol, computer equipment or drugs/narcotics, "N" (NOT APPLICABLE/NONE) must be entered.

EDITS:
- Must be valid code.
- Required when Action is "O" (ORIGINAL) or "R" (REPLACE) and Offense File class is:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1200-0	Robbery
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine

EDITS (*continued*):

2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare
2600-5	Fraud – Wire
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance
3500-2	Narcotic Equipment Violation
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other
3700-0	Obscenity
3800-1	Family – Abuse/Neglect Nonviolent
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting
3900-3	Gambling – Equipment
3900-4	Gambling – Sports Tampering
4000-1	Prostitution
4000-2	Prostitution – Assisting/Promoting
5100-0	Bribery
5200-1	Weapons Offense – Concealed
5200-2	Weapons Offense – Explosives
5200-3	Weapons Offense – Other

- If more than one (1) code is entered, cannot be duplication. Code "N" (NOT APPLICABLE) is mutually exclusive with any other value entered.

EXAMPLES:

Witnesses to an assault reported that the victim and offender were in a bar drinking when an argument broke out and the offender attacked the victim with a knife. Enter "A" (ALCOHOL) in this data element.

A victim of sexual assault advised that her attacker bragged that he had been "freebasing" cocaine just prior to the incident. "D" (DRUGS/NARCOTICS) should be entered.

A medical supply warehouse was burglarized and large quantities of Methadone, Morphine, Benzedrine, and Valium were stolen. "D" (DRUGS/NARCOTICS) should not be entered because, while the drugs were the object of the crime, there was no indication that the offenders used drugs or narcotics before or during the incident.

A victim of an aggravated assault reported that the attacker was smoking marijuana and drinking prior to the attack. Enter "A" (ALCOHOL) and "D" (DRUGS/NARCOTICS).

DATA ELEMENT #18:   Suspected Bias Motivation

DATABASE NAME: BIAS

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character code to indicate whether the offender was motivated to commit the offense because of his/her bias against a racial, religious, ethnic/national origin, or sexual orientation group.

Racial Bias
   11 = Anti-White
   12 = Anti-Black
   13 = Anti-American Indian/Alaskan Native
   14 = Anti-Asian/Pacific Islander
   15 = Anti-Multi-Racial Group

Religious Bias
   21 = Anti-Jewish
   22 = Anti-Catholic
   23 = Anti-Protestant
   24 = Anti-Islamic (Moslem)
   25 = Anti-Other Religion (Buddhism, Hinduism, Shintoism, etc.
   26 = Anti-Multi-Religious Group
   27 = Anti-Atheism/Agnostic

Ethnicity/National Origin Bias
   32 = Anti-Hispanic
   33 = Anti-Other Ethnicity/National Origin

Sexual Orientation Bias
   41 = Anti-Male Homosexual (Gay)
   42 = Anti-Female Homosexual (Lesbian)
   43 = Anti-Homosexual (Gays and Lesbians)
   44 = Anti-Heterosexual
   45 = Anti-Bisexual

Gender Bias
   51 = Anti-Female
   52 = Anti-Male

Disability
   61 = Anti-Physical
   62 = Anti-Mental

Other Bias
   88 = Other Bias (e.g. Anti-Political, Anti-AIDS, etc.)

CODING STRUCTURE (*continued*):

None/Unknown
  00 = None (no bias)
  99 = Unknown (offender's motivation not known)

NOTE:

Because of the difficulty of ascertaining the offender's subjective motivation, bias is to be reported **only if** investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias. (See Hate/Bias Motivation Guidelines, pages).

Incidents which do not involve any facts indicating biased motivation by the offender are to be coded as "00" (NONE), while incidents involving ambiguous facts (i.e., where some facts are present but are not conclusive) are to be coded "99" (UNKNOWN).

EDITS:

- Must be blank or valid code
- <u>Required</u> when Action is "O" (ORIGINAL) or "R" (REPLACE) <u>and</u> Offense File class is:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1200-0	Robbery
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud

EDITS (*continued*):

2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare
2600-5	Fraud – Wire
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance
3500-2	Narcotic Equipment Violation
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other
3700-0	Obscenity
3800-1	Family – Abuse/Neglect Nonviolent
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting
3900-3	Gambling – Equipment
3900-4	Gambling – Sports Tampering
4000-1	Prostitution
4000-2	Prostitution – Assisting/Promoting
5100-0	Bribery
5200-1	Weapons Offense – Concealed
5200-2	Weapons Offense – Explosives
5200-3	Weapons Offense – Other

EXAMPLES:

Overnight, unknown subjects broke into a synagogue and destroyed several religious objects. The perpetrators left a large swastika drawn on the door and wrote "Death to Jews" on a wall. Although valuable items were present, none were stolen. Enter "21" (ANTI-JEWISH) because the offenders destroyed religious objects, left anti-Semitic words and graffiti behind, and theft did not appear to be the motive for the burglary.

A small neighborhood bar frequented by gays burned down after being closed for the night. Investigation revealed that the fire was deliberately set, but there were no witnesses or suspects. Although the fire was deliberately set, the fact that the bar was frequented by gays may have been coincidental. Therefore, "99" (UNKNOWN) should be entered. Two weeks later, three white adult males were arrested on a tip from an informant. They admitted burning down the bar, saying they did it to keep gays out of the neighborhood. The previously submitted incident report should be updated with "41" (ANTI-GAY).

While driving through a predominantly Mexican-American neighborhood, a black male stopped his care to repair a flat tire. A group of Mexican-Americans leaving a bar across the street accosted the driver and then attacked him with bottles and clubs. During the attack, the offenders called the victim by a well known and recognized epithet used against blacks and told him that blacks were not welcome in the neighborhood. Enter code "12" (ANTI-

BLACK) because the victim and offenders are of different races, the offenders used a racial epithet, and the facts reveal no other reason for the attack than the stated one, i.e. to keep blacks out of the neighborhood.

An adult white male was approached by four white teenagers who requested money for the bus. When he refused, one of the youths said to the others, "Let's teach this [epithet for a gay person] a lesson." The victim was punched in the face, knocked to the ground, kicked several times, and robbed of his wristwatch, ring and wallet. When he reported the crime, the victim advised he did not know the offenders and that he was not gay. The facts are ambiguous. Although an epithet for a gay person was used by one of the offenders, the victim was not gay. Such epithets are sometimes used as general insults regardless of the target person's sexual orientation, and in this case the offenders' motivation appeared to be limited to obtaining money from the victim. Therefore, "99" (UNKNOWN) should be entered.

DATA ELEMENT #19:   Weapon Type

DATABASE NAME: WEAPON

DATA FORMAT: Three (3) characters – Alpha/Numeric

CODING STRUCTURE: Enter the two (2) or three (3) character code to indicate the type of weapon or force used by the offender(s) to commit the offense. The last character is used to indicate if the weapon was an automatic firearm by adding an "A" as a suffix to the code.

> 00 = None
> 11 = Firearm (type of firearm is not known)
> 12 = Handgun
> 13 = Rifle
> 14 = Shotgun
> 15 = Other Firearm (cane, belt buckle, etc.)
> 20 = Knife/Cutting Instrument (ax, ice pick, screwdriver, switchblade, etc.)
> 30 = Blunt Object (club, hammer, etc.)
> 35 = Motor Vehicle (when used as a weapon)
> 40 = Personal Weapons (hands, feet, teeth, etc.)
> 50 = Poison
> 60 = Explosives
> 65 = Fire/Incendiary Devices
> 70 = Drugs/Narcotics/Sleeping Pills
> 85 = Asphyxiation (by drowning, strangulation, suffocation, gas, etc.)
> 88 = Other (any weapon or force not fitting the above specifically coded weapons/force)
> 99 = Unknown
>
> A = Automatic firearm (used as suffix to above codes)

NOTE:
An automatic weapon is defined as any firearm which shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading.

If more than one (1) weapon type was used during the offense, the reporting agency must determine which weapon should be submitted.

Toy or play weapons are to be coded as "88" (OTHER).

EDITS:
- Must be blank or valid code.
- Suffix "A" is valid only with codes "11-15."
- If Offense File Class is 1300-1 (Nonaggravated Assault), Weapon Type can only be "00" (NONE), "40" (PERSONAL WEAPONS), "88" (OTHER), or "99" (UNKNOWN).
- Required and can only be entered when Action is "O" (ORIGINAL) or "R" (REPLACE) and Offense File Class is:

EDITS (continued):

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1200-0	Robbery
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
2100-0	Extortion
5200-1	Weapons Offense – Concealed
5200-2	Weapons Offense – Explosives
5200-3	Weapons Offense – Other

- If Offense File Class is 0900-1 Murder/Nonnegligent Manslaughter, 0900-2 Negligent Homicide/Manslaughter, or 0900-4 Justifiable Homicide, Weapon Type cannot be "00" (NONE).
- The third character of the code must be "A" (AUTOMATIC) or blank.

EXAMPLE:
An offender robbed a bank armed with an automatic machine gun. Enter "15A" (AUTOMATIC OTHER FIREARM).

DATA ELEMENT #20:   Activity Type

DATABASE NAME: TYPE

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate additional information on the criminal activity of the offender(s). Up to three (3) codes can be entered.

For: 24002 = Motor Vehicle As Stolen Property
25000 = Forgery/Counterfeiting
28000 = Stolen Property
35001 = Violation Controlled Substance Act
35002 = Narcotic Equipment Violations
37000 = Obscenity
39003 = Gambling-Equipment Violations
52001 = Weapons Offense – Concealed
52002 = Weapons Offense – Explosives
52003 = Weapons Offense – Other

B = Buying/Receiving
C = Cultivating/Manufacturing/Publishing
D = Distributing/Selling
E = Exploiting Children
O = Operating/Promoting/Assisting
P = Possessing/Concealing
T = Transporting/Transmitting/Importing
U = Using/Consuming

For: 09001 = Murder/Non-negligent Manslaughter (Voluntary)
09002 = Negligent Homicide/Manslaughter (Involuntary)
10001 = Kidnapping/Abduction
10002 = Parental Kidnapping
11001 = Sexual Penetration CSC 1st degree
            Penis/Vagina
11002 = Sexual Penetration CSC 3rd degree
            Penis/Vagina
11003 = Sexual Penetration CSC 1st degree
            Oral/Anal
11004 = Sexual Penetration CSC 3rd degree
            Oral/Anal
11005 = Sexual Penetration CSC 1st degree
            Object
11006 = Sexual Penetration CSC 3rd degree
            Object
11007 = Sexual Contact Forcible CSC 2nd degree
11008 = Sexual Contact Forcible CSC 4th degree
12000 = Robbery
13001 = Nonaggravated Assault

CODING STRUCTURE (continued):

>>> 13002 = Aggravated Assault
>>> 13003 = Intimidation/Stalking

>>> J = Juvenile Gang
>>> G = Other Gang
>>> N = None/Unknown

EDITS:
- Must be blank or valid code.
- If more than one (1) code is entered, cannot be a duplicate.
- <u>Required</u> and can only be entered when Action is "O" (ORIGINAL) or "R" (REPLACE) <u>and</u> Offense File Class is:

09001	Murder/Non-negligent Manslaughter (Voluntary)
09002	Negligent Homicide/Manslaughter (Involuntary)
10001	Kidnapping/Abduction
10002	Parental Kidnapping
11001	Sexual Penetration CSC 1st degree Penis/Vagina
11002	Sexual Penetration CSC 3rd degree Penis/Vagina
11003	Sexual Penetration CSC 1st degree Oral/Anal
11004	Sexual Penetration CSC 3rd degree Oral/Anal
11005	Sexual Penetration CSC 1st degree Object
11006	Sexual Penetration CSC 3rd degree Object
11007	Sexual Contact Forcible CSC 2nd degree
11008	Sexual Contact Forcible CSC 4th degree
12000	Robbery
13001	Nonaggravated Assault
13002	Aggravated Assault
13003	Intimidation/Stalking
2400-2	Motor Vehicle as Stolen Property
2500-0	Forgery/Counterfeiting
2800-0	Stolen Property
3500-1	Violation of Controlled Substance
3500-2	Narcotic Equipment Violation
3700-0	Obscenity
3900-3	Gambling – Equipment
5200-1	Weapons Offense – Concealed
5200-2	Weapons Offense – Explosives
5200-3	Weapons Offense – Other

EXAMPLE:

The offenders published and sold pornographic photographs of children. Because up to three types of activity can be entered, "C" (CULTIVATING/MANUFACTURING/ PUBLISHING) "D" (DISTRIBUTING/SELLING), and "E" (EXPLOITING CHILDREN) should be entered.

DATA ELEMENT #21:   Premises Entered

DATABASE NAME: PREMISES

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the number of structures (premises) entered <u>only</u> if the crime is **2200-1 Burglary – Forced Entry or 2200-2 Burglary – Entry Without Force** and the "Hotel Rule" is applicable.

NOTE:

"Hotel Rule" states, "…if a number of dwelling units under a single manager are burglarized and the offenses are most likely to be reported to the police by the manager rather than the individual tenants, the burglary should be <u>scored</u> as one offense." The "Hotel Rule" includes rental storage facilities, i.e., "Mini-Storage" and "Self-Storage" building.

EDITS:

- Must be blank or valid number "01" through "99.)
- <u>Required</u> and can only be entered when Action is "O" (ORIGINAL) or "R" (REPLACE) <u>and</u> Offense File Class is:
     2200-1 Burglary – Forced Entry or
     2200-2 Burglary – Entry Without Force <u>and</u> Location Site code is:
          "14" (HOTEL/MOTEL/ETC.) or
          "19" (RENTAL STORAGE).
- Must be blank if Location Site is not "14" (HOTEL/MOTEL/ETC.) or "19" (RENTAL STORAGE) and Offense File Class is not 2200-1 Burglary – Forced Entry or 2200-2 Burglary – Entry Without Force.

EXAMPLE:

A "Self-Storage" building was burglarized and 11 rented storage compartments were forcibly entered. The number "11" should be entered in this data element.

DATA ELEMENT #22:   Offender Number

DATABASE NAME: OFFENDERNO

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter a two (2) character assigned unique number from "01"
                           through "99" for each offender involved in the incident. If nothing
                           is known about the offender(s), enter "00" into this data element
                           and leave the remaining offender data elements blank.

NOTE:
This variable is used to link victim and offenders in data element Offender Related Number
in order to establish Victim to Offender Relationship.

Offender number 01 or 00 is entered on the Incident (MICR.1) transaction screen/format.

If 00 is entered on an original and a known offender is later added to the incident, the 00
(unknown) offender will automatically be deleted from the state program.

Additional offenders are to be entered on the supplemental Offender (MICR.3) transaction
screen/format. Offender number 00 cannot be entered on the supplemental Offender
(MICR.3) transaction screen/format.

EDITS:
- Must be valid number "00" through "99."
- Not required if Action is "W" (WINDOW UPDATE).
- If more than one (1) offender record is entered in the incident, the Offender Number
  cannot be duplicated.
- If "00" entered then offender age, sex and race must be blank.
- If "01" through "99" entered then offender age, sex and race must be completed.
- If Exceptional Clearance is completed, the Offender Number cannot be "00"
  (UNKNOWN) and Offender Age, Offender Race, and Offender Sex must be known.
- If the Offense File Class is 0900-4 (JUSTIFIABLE HOMICIDE), the Offender Number
  cannot be "00" (UNKNOWN).
- Required for all offender records.
- Offender Number "00" cannot be entered on the supplemental Offender (MICR.3)
  transaction screen/format.
- A minimum of one (1) offender record is required for each ORIGINAL (Action "O") or
  REPLACE (Action "R") incident when the Offense File Class is:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat/Snowmobile
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree

EDITS (continued):

1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1200-0	Robbery
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare
2600-5	Fraud – Wire
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance
3500-2	Narcotic Equipment Violation
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other
3700-0	Obscenity
3800-1	Family – Abuse/Neglect Nonviolent
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting
3900-3	Gambling – Equipment
3900-4	Gambling – Sports Tampering
4000-1	Prostitution
4000-2	Prostitution – Assisting/Promoting
5100-0	Bribery
5200-1	Weapons Offense – Concealed

EDITS (continued):

        5200-2   Weapons Offense – Explosives
        5200-3   Weapons Offense – Other

EXAMPLES:

A corpse with five bullet holes in it was found in an abandoned warehouse. There were no witnesses to the crime or suspects. A single Offender record should be submitted with "00" entered in this data element and no entries in offender age, sex and race.

Two offenders were seen fleeing the scene of a burglary, but because they were wearing ski masks, their age, sex and race could not be determined. Two offender segments should be submitted – one with Offender Number "01" and the other with Offender Number "02." Applicable "unknown" codes should be entered into offender age, sex and race fields.

DATA ELEMENT #23:   Offender Age

DATABASE NAME: AGE

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character age of the offender in this data
                            element. If exact age is unknown, enter an approximate age. If
                            age is 99 years or older, enter 99.

                            01 – 98 = Years Old (exact age in years)
                                 99 = Over 98 Years Old
                                 00 = Unknown

EDITS:
- Required if Offender Number is coded other than "00."
- Must be blank or valid number "00" through "99."
- If Exceptional Clearance is completed, at least one of the Offender's Age must be known.
- If the Offense File Class is 0900-4 (JUSTIFIABLE HOMICIDE), at least one of the Offender's Age must be known.
- If Victim to Offender Relationship is "01" (SPOUSE) or "27" (EX-SPOUSE), the offender cannot be less than 10 years old.

EXAMPLE:
   If the offender is approximately 24 years old, enter "24."

DATA ELEMENT #24:   Offender Race

DATABASE NAME: RACE

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the race of the offender.

      W = White
      B = Black
      I   = American Indian/Alaskan Native
      A = Asian/Pacific Islander
      U = Unknown

EDITS:

- Required if Offender Number is coded other than "00."
- Must be blank or valid code.
- If Exceptional Clearance is completed, at least one of the Offender's Race must be known.
- If the Offense File Class is 0900-4 (JUSTIFIABLE HOMICIDE), at least one of the Offender's Race must be known.

EXAMPLE:

If the offender is oriental, the entry should be "A" (ASIAN/PACIFIC ISLANDER).

DATA ELEMENT #25:   Offender Sex

DATABASE NAME: SEX

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the sex of the
                              offender.

                              M = Male
                              F = Female
                              U = Unknown

EDITS:
- Required if Offender Number is coded other than "00."
- Must be blank or valid code.
- If Exceptional Clearance is completed, at least one of the Offender's Sex must be known.
- If the Offense File Class is 0900-4 (JUSTIFIABLE HOMICIDE), at least one of the Offender's Sex must be known.

EXAMPLE:
The witness caught only a fleeting glance of the offender and, therefore, was unable to report the offender's sex. "U" (UNKNOWN) should be entered.

DATA ELEMENT #26:   Victim Number

DATABASE NAME: VICTIMNO

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter a two (2) character assigned unique number from "01" through "99" for each victim in the incident.

NOTE:
   A separate Victim record is to be submitted for each victim in the incident.

   Victim Number one (1) is entered on the <u>Incident (MICR.1)</u> transaction screen/format.

   Additional victims are to be entered on the supplemental <u>Victim (MICR.5)</u> transaction screen/format.

EDITS:
- Must be valid number "01" through "99."
- Not required if Action is "W" (WINDOW UPDATE).
- <u>Required</u> for all victim records.
- If more than one (1) victim record is entered in the incident, the Victim Number cannot be duplicated.
- "Crimes Against Society" can only have one victim record if these are the only types of crimes reported in the incident.
- Victim Number, Victim Connected Offense File Class, and Victim Type are required for each victim record.
- Victim Age, Victim Race, and Victim Sex are required if Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Victim Ethnicity and Victim Residence are optional but may only be entered if Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Victim Injury, Victim Circumstance, Justifiable Homicide Circumstance, Offender Related Number, and Victim to Offender Relationship are required for certain offense file classes.
- A minimum of one (1) victim record is required for each ORIGINAL (Action "O") or REPLACE (Action "R") incident where the Offense File Class is:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat/Snowmobile
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree

EDITS (continued):

1100-8	Sexual Contact Forcible – 4th Degree
1200-0	Robbery
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare
2600-5	Fraud – Wire
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance
3500-2	Narcotic Equipment Violation
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other
3700-0	Obscenity
3800-1	Family – Abuse/Neglect Nonviolent
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting
3900-3	Gambling – Equipment
3900-4	Gambling – Sports Tampering
4000-1	Prostitution
4000-2	Prostitution – Assisting/Promoting
5100-0	Bribery
5200-1	Weapons Offense – Concealed
5200-2	Weapons Offense – Explosives
5200-3	Weapons Offense – Other

EXAMPLE:

If there were three victims in the incident, three Victim records should be submitted – one for Victim Number "01," another for Victim Number "02," and the last with Victim Number "03."

DATA ELEMENT #27:   Victim Connected Offense File Class

DATABASE NAME: OFFENSE-CO

DATA FORMAT: Five (5) characters – Numeric

CODING STRUCTURE: Enter the MICR offense code perpetrated against the victim during the incident. This data element is to be used to link each victim with up to four (4) of the most serious offenses (as determined by the reporting agency).

EDITS:
- If more than one offense is entered in the incident, the Victim Connected Offense File Class cannot be duplicated in the victim record.
- The Victim Connected Offense File Class must have a corresponding Offense record for this incident.
- Required for all victim records.
- If victim offense is 09001, then all other victim offenses cannot = 09002, 13001-13003.
- If victim offense is 09002, then all other victim offenses cannot = 09001, 13001-13003.
- If victim offense is 12000, then all other victim offenses cannot = 13001-13003, 23001-23007, 24001, 30002.
- If victim offense is 11001 or 11002, then all other victim offenses cannot = 11007, 11008, 13001-13003, 36001, 36002.
- If victim offense is 11003 or 11004, then all other victim offenses cannot = 11007, 11008, 13001-13003, 36001, 36002.
- If victim offense is 11005 or 11006, then all other victim offenses cannot = 11007, 11008, 13001-13003, 36001, 36002.
- If victim offense is 13001, then all other victim offenses cannot = 09001-09002, 11001-11008, 12000, 13002, 13003.
- If victim offense is 13002, then all other victim offenses cannot = 09001-09002, 11001-11008, 12000, 13001, 13003.
- If victim offense is 13003, then all other victim offenses cannot = 09001-09002, 11001-11008, 12000, 13001, 13002.
- If victim offense is 11007 or 11008, then all other victim offenses cannot = 11001-11006, 36001, 36002,
- If victim offense is 36001 or 36002, then all other victim offenses cannot = 11001-11006.

EXAMPLE:
Two victims, Victim 01 and Victim 02, were robbed and Victim 01 was sexually assaulted. In the Victim record for Victim 01, both "12000" and "11001" should be entered. In the Victim record for Victim 02, only "12000" should be entered.

DATA ELEMENT #28:   Victim Type

DATABASE NAME: TYPE

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate the type of victim.

                  I = Individual
                  P = Police Officer
                  B = Business
                  F = Financial Institution
                  G = Government
                  R = Religious Organization
                  S = Society/Public
                  O = Other
                  U = Unknown

EDITS:
- Must be valid code.
- <u>Required</u> for all victim records.
- If Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER), then data elements Victim Age, Victim Race, and Victim Sex must be completed.
- Victim Type must be "I" (INDIVIDUAL) or "P" (POLICE OFFICER) for Victim Connected Offense File Classes:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat/Snowmobile
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other

- Victim Type must be "I" (INDIVIDUAL), "P" (POLICE OFFICER) or "S" (SOCIETY/PUBLIC) for Victim Connected Offense File Classes:

EDITS (continued):

3500-1	Violation of Controlled Substance
3500-2	Narcotic Equipment Violation
3700-0	Obscenity
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operating/Promoting
3900-3	Gambling – Equipment
3900-4	Gambling – Sports Tampering
4000-1	Prostitution
4000-2	Prostitution – Assisting/Promoting
5200-1	Weapons Offense – Concealed
5200-2	Weapons Offense – Explosives
5200-3	Weapons Offense – Other

- Victim Type cannot be "S" (SOCIETY/PUBLIC) if Victim Connected Offense File Class is:

1200-0	Robbery
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2200-3	Burglary – Unlawful Entry
2200-4	Possession of Burglary Tools
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare
2600-5	Fraud – Wire
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
5100-0	Bribery

EDITS (continued):

- Victim Type must be "I" (INDIVIDUAL), "P" (POLICE OFFICER), or "S" (SOCIETY/PUBLIC) if Victim Connected Offense File Class is:

    3800-1   Family – Abuse/Neglect Nonviolent

- If victim is entered, Victim Type must be "I" (INDIVIDUAL), "P" (POLICE OFFICER), or "S" (SOCIETY/PUBLIC) if Victim Connected Offense File Class is:

    1400-0   Abortion
    3600-3   Peeping Tom
    3800-2   Family – Nonsupport
    3800-3   Family – Other

- If victim is entered, Victim Type must be "G" (GOVERNMENT), "I" (INDIVIDUAL), OR "P" (POLICE OFFICER) if Victim Connected Offense File Class is:

    0100-0   Sovereignty
    0200-0   Military
    0300-0   Immigration

- If victim is entered, Victim Type must be "S" (SOCIETY), "I" (INDIVIDUAL), "G" (GOVERNMENT), OR "P" (POLICE OFFICER) if Victim Connected Offense File Class is:

    4800-0   Obstructing Police
    5900-0   Election Laws
    6100-0   Tax/Revenue

- If victim is entered, Victim Type must be "S" (SOCIETY), "I" (INDIVIDUAL), or "P" (POLICE OFFICER) if Victim Connected Offense File Class is:

    4100-1   Liquor Licenses – Establishment Violations
    4100-2   Liquor Violations – Other
    4200-0   Drunkenness
    4900-0   Escape-Flight
    5000-0   Obstructing Justice
    5300-1   Disorderly Conduct
    5300-2   Public Peace – Other
    5400-2   Operating Under the Influence of Liquor or Drugs
    5800-0   Smuggling
    6000-0   Antitrust
    6200-0   Conservation
    6300-0   Vagrancy

- If victim is entered, Victim Type must be "I" (INDIVIDUAL), "P" (POLICE OFFICER), "S" (SOCIETY/PUBLIC), "O" (OTHER), or "U" (UNKNOWN) if Victim Connected Offense File Class is:

EDITS (continued):

> 3600-4   Sex Offense – Other

- Cannot have two victim records associated to a crime against society.

EXAMPLES:

During a bank robbery, the offender pointed a gun at a teller demanded and received money. The robber also pistol whipped a customer who stood in his way as he made his getaway from the bank. There were three (3) victims, i.e., the bank ("F" FINANCIAL INSITUTION), the teller ("I" INDIVIDUAL), and the pistol whipped customer ("I" INDIVIDUAL). Therefore, three Victim records should be completed with the proper Victim Type code entered into their respective Victim records.

An offender is arrested for operating his vehicle under the influence of liquor. If a victim record is completed, the Victim Type must be "I" (INDIVIDUAL), "P" (POLICE OFFICER), OR "S" (SOCIETY/PUBLIC).

DATA ELEMENT #29:   Victim Age

DATABASE NAME: VICTIM-AGE

DATA FORMAT: Two (2) characters – Alpha/Numeric

CODING STRUCTURE: Enter a two (2) character code to indicate the age of the victim only if victim type is an "I" (INDIVIDUAL) or "P" (POLICE OFFICER). If the exact age is unknown, enter an approximate age. If age is 99 years or older, enter 99.

NN	=	Under 24 hours (neonate)
NB	=	1-6 days old
BB	=	7-364 days old
01-98	=	Years old (exact age in years)
99	=	Over 98 years old
00	=	Unknown

EDITS:
- Required if Victim Type is an "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Must be valid code or blank.
- Must be blank if Victim Type is other than "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Must be less than 18 years old for Offense File Class:

     1000-2   Parental Kidnapping

- If Victim to Offender Relationship is "01" (SPOUSE) or "27" (EX-SPOUSE), Victim Age cannot be less than 10 years old.
- Victim age must be 13, 14 or 15 if Victim Connected File Class is 36001 (Sexual Penetration Nonforcible – Blood/Affinity) or 36002 (Sexual Penetration Nonforcible – Other)

EXAMPLES:
If the victim was a person 18 years old, enter "18."

If the age of the victim is unknown, enter "00."

If the victim type is "B" (BUSINESS), this data element is left blank.

DATA ELEMENT #30:   Victim Race

DATABASE NAME: RACE

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the victim race if the victim type equals "I" (INDIVIDUAL) or "P" (POLICE OFFICER).

>   W = White
>   B = Black
>   I   = American Indian/Alaskan Native
>   A = Asian/Pacific Islander
>   U = Unknown

EDITS:
- Required if Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Must be valid code or blank.
- Must be blank if Victim Type is other than "I" (INDIVIDUAL) or "P" (POLICE OFFICER).

EXAMPLES:

If the victim was an American Indian/Alaskan Native, enter "I" (AMERICAN INDIAN/ ALASKAN NATIVE).

If the victim type is "B" (BUSINESS), this data element is left blank.

DATA ELEMENT #31:   Victim Sex

DATABASE NAME: SEX

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the sex if the victim
                               type equals "I" (INDIVIDUAL) or "P" (POLICE OFFICER).

                               M = Male
                               F = Female
                               U = Unknown

EDITS:
- Required if Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Must be valid code or blank.
- Must be blank if Victim Type is other than "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Must be "M" (MALE) or "F" (FEMALE) when Victim Connected Offense File Class is 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree, 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree, or 36002 – Sexual Penetration Nonforcible Other.
- If Victim Connected Offense File Class is 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree, 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree or 36002 – Sexual Penetration Nonforcible Other, at least one of the offenders must be of the opposite sex of the victim.

EXAMPLES:

If the victim was a male, enter "M" (MALE).

If the victim type is "B" (BUSINESS), this data element is left blank.

DATA ELEMENT #32:   Victim Ethnicity

DATABASE NAME: ETHNICITY

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the ethnic origin of
                            the victim if Victim Type equals "I" (INDIVIDUAL) or "P" (POLICE
                            OFFICER).

                            A = Arab
                            H = Hispanic
                            O = Other Ethnicity/National Origin
                            U = Unknown

NOTE:
     Optional

     The National Incident Based Reporting System defines Hispanic as "a person of Mexican,
     Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin,
     regardless of race."

EDITS:
     • Must be valid code or blank.
     • Must be blank if Victim Type is other than "I" (INDIVIDUAL) or "P" (POLICE
       OFFICER).

EXAMPLES:
     If the victim is of Hispanic origin, enter "H" (HISPANIC).

     If the victim is "F" (FINANCIAL INSTITUTION), this data element is left blank.

DATA ELEMENT #33:   Victim Residence

DATABASE NAME: RESIDENT

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the residency of the
victim. Residence only applies if the Victim Type is "I"
(INDIVIDUAL) or "P" (POLICE OFFICER).

    R = Resident of the community, city, or town where the offense
occurred.
    C = Resides in the County but not the community where the
offense occurred.
    S = Resides in the State but not the county or community where
the offense occurred.
    O = Out of State
    U = Unknown

NOTE:
Optional

Black's Law Dictionary defines legal residence as "the permanent fixed place of abode
which a person intends to be his residence and to which he intends to return despite
temporary residences elsewhere or despite temporary absences."

EDITS:
- Must be valid code or blank.
- Must be blank if Victim Type is other than "I" (INDIVIDUAL) or "P" (POLICE
OFFICER).

EXAMPLES:
If the victim was assaulted in Lansing where he resides, enter "R" (RESIDENT).

If the victim type is "B" (BUSINESS), this data element would be left blank.

DATA ELEMENT #34:   Victim Injury

DATABASE NAME: INJURY

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the physical injury to the victim if Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER). One entry is made for each victim.

        N = <u>N</u>one
        F = <u>F</u>atal
        B = Apparent <u>B</u>roken Bones
        I = Possible <u>I</u>nternal Injury
        L = Severe <u>L</u>aceration
        M = Apparent <u>M</u>inor Injury
        O = <u>O</u>ther Major Injury
        T = Loss of <u>T</u>eeth
        U = <u>U</u>nconsciousness

NOTE:

In the case of multiple injuries, the reporting agency must determine which injury code best describes the injury of the victim.

A "severe laceration" is one which should receive medical attention.

A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.

EDITS:
- Victim Type must be "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- Must be valid code or blank.
- Must be blank if Victim Type is other than "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- <u>Required</u> and can only be entered for Victim Connected Offense File Classes:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat/Snowmobile
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1300-1	Nonaggravated Assault

EDITS (continued):

> 1300-2   Aggravated/Felonious Assault

- <u>Required</u> and can only be entered if Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER) and Victim Connected Offense File Class is:

   1200-0   Robbery
   2100-0   Extortion

- Victim Injury must be "F" (FATAL) for Victim Connected Offense File Classes:

   0900-1   Murder/Nonnegligent Manslaughter
   0900-2   Negligent Homicide/Manslaughter
   0900-3   Negligent Homicide – Vehicle/Boat/Snowmobile
   0900-4   Justifiable Homicide

- Victim Injury cannot be "F" (FATAL) for Victim Connected Offense File Classes other than:

   0900-1   Murder/Nonnegligent Manslaughter
   0900-2   Negligent Homicide/Manslaughter
   0900-3   Negligent Homicide – Vehicle/Boat
   0900-4   Justifiable Homicide

EXAMPLES:

The offender assaulted the victim with a tire iron, breaking the victim's arm and opening up a cut about three inches long and one inch deep on his back. In this case, the reporting agency could enter "B" (APPARENT BROKEN BONES).

The victim, a respected religious figure, is blackmailed regarding his sexual activities. As he suffered no physical injury, the entry should be "N" (NONE).

If the victim type is "B" (BUSINESS), this data element would be left blank.

DATA ELEMENT #35:   Victim Circumstance

DATABASE NAME: CIRCUMSTAN

DATA FORMAT: Two (2) characters – Alpha/Numeric

CODING STRUCTURE: Enter the two (2) character code to describe the circumstances of
                          murder/nonnegligent manslaughter, negligent
                          homicide/manslaughter, justifiable homicide or aggravated assault.

    For: 0900-1 Murder/Nonnegligent Manslaughter

        01 =   Argument
        02 =   Assault on Law Enforcement Officer(s)
        03 =   Drug Dealing
        04 =   Gangland
        05 =   Juvenile Gang
        06 =   Lover's Quarrel
        07 =   Mercy Killing
        08 =   Other Felony Involved
        09 =   Other Circumstances
        10 =   Unknown Circumstances

    For: 0900-2 Negligent Homicide/Manslaughter

        30 =   Child Playing with Weapon
        31 =   Gun-cleaning Accident
        32 =   Hunting Accident
        33 =   Other Negligent Weapon Handling
        34 =   Other Negligent Killings

    For: 0900-4 Justifiable Homicide

        20 =   Criminal Killed by Private Citizen
        21 =   Criminal Killed by Police Officer

    For: 1300-2 Aggravated/Felonious Assault

        01 =   Argument
        02 =   Assault on Law Enforcement Officer(s)
        03 =   Drug Dealing
        04 =   Gangland
        05 =   Juvenile Gang
        06 =   Lover's Quarrel
        08 =   Other Felony Involved
        09 =   Other Circumstances
        10 =   Unknown Circumstances

EDITS:
- Must be blank or valid code.
- Required and can only be entered for Victim Connected Offense File Classes:
  - 0900-1   Homicide/Nonnegligent Manslaughter
  - 0900-2   Negligent Homicide/Manslaughter
  - 0900-4   Justifiable Homicide
  - 1300-2   Aggravated/Felonious Assault
- If Victim Connected Offense File Class is other than 0900-1, 0900-2, 0900-4, or 1300-2, this data element must be blank.
- Codes "01" through "10" are valid for Victim Connected Offense File Classes 0900-1.
- Codes "01" through "06" and "08" through "10" are valid for Victim Connected Offense File Class 1300-2.
- Codes "30" through "34" are valid for Victim Connected Offense File Class 0900-2.
- Codes "20" and "21" are valid for Victim Connected Offense File Class 0900-4.
- If codes "20" and "21" are entered, must complete Justifiable Homicide Circumstance.
- If code "30" (CHILD PLAYING WITH WEAPON), age of offender must be less than 17 years old.
- If code "08" (OTHER FELONY INVOLVED) is entered, a minimum of two Group A offenses must be entered into Victim Connected Offense File Class.

EXAMPLES:

In resisting arrest, a fugitive pulled a gun and fired two times in the direction of two police officers who were attempting to take him into custody. Neither officer was hit but both drew their weapons and returned fire, killing the fugitive. As this was a Justifiable Homicide, "21" (CRIMINAL KILLED BY POLICE OFFICER) should be entered and Justifiable Homicide Circumstance should be completed.

Two rival juvenile street gangs rumble over "turf" rights to sell drugs and one of the gang members is killed. Possible entries are "01" (ARGUMENT), "03" (DRUG DEALING, and "05" (JUVENILE GANG). While all three would apply, there is a limit of one entry. Therefore, the most descriptive code **(as determined by the reporting agency)** should be used. In this case, the reporting agency could enter "03" (DRUG DEALING).

DATA ELEMENT #36:   Justifiable Homicide Circumstance

DATABASE NAME: JUSTIFY

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code describing additional justifiable
                          homicide circumstance.

      1 =   Criminal Attacked Police Officer and that Officer Killed the
           Criminal.

      2 =   Criminal Attacked Police Officer and Criminal Killed by Another
           Police Officer.

      3 =   Criminal Attacked by a Civilian.

      4 =   Criminal Attempted Flight from a Crime.

      5 =   Criminal Killed in Commission of a Crime.

      6 =   Criminal Resisted Arrest

      9 =   Unable to Determine/Not Enough Information

NOTE:
See Justifiable Homicide Guidelines on Page

EDITS:
- Must be blank or valid code.
- Required and can only be entered for Victim Connected Offense File Class 0900-4, Justifiable Homicide.
- Required if Victim Circumstance is:
     "20" CRIMINAL KILLED BY PRIVATE CITIZEN or
     "21" CRIMINAL KILLED BY POLICE OFFICER
- If completed, then Victim Circumstance must be "20" or "21" and Victim Connected Offense File Class must be 0900-4 Justifiable Homicide.
- If Victim Circumstance is "20" (CRIMINAL KILLED BY PRIVATE CITIZEN), Justifiable Homicide Circumstance cannot be "1" (CRIMINAL ATTACKED POLICE OFFICER AND THAT OFFICER KILLED THE CRIMINAL) or "2" (CRIMINAL ATTACKED POLICE OFFICER AND CRIMINAL KILLED BY ANOTHER POLICE OFFICER).

EXAMPLE:
In resisting arrest, a fugitive pulled a gun and fired two times in the direction of two police officers who were attempting to take him into custody. Neither officer was hit but both drew their weapons and returned the fire, killing the fugitive. The possible entries are: "1" (CRIMINAL ATTACKED POLICE OFFICER AND THAT OFFICER KILLED THE CRIMINAL); "2" (CRIMINAL ATTACKED POLICE OFFICER AND CRIMINAL KILLED BY ANOTHER POLICE OFFICER); and "6" (CRIMINAL RESISTED ARREST). As only one code can be entered, the most descriptive code **(as determined by the reporting agency)** should be used. In this case, the reporting agency could enter "1" (CRIMINAL ATTACKED POLICE OFFICER AND THAT OFFICER KILLED THE CRIMINAL).

DATA ELEMENT #37:   Offender Related Number

DATABASE NAME: OFFENDERNO

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character offender number for whom a victim-to-offender relationship is to be reported. This data element is to be used along with Victim to Offender Relationship, to report the relationships of the victim to offenders who have perpetrated a **"crime against person"** or a **robbery** against a person victim. Up to five (5) Offender Related Number entries can be made per victim.

EDITS:
- Must be "01" through "99."
- If completed, then Victim to Offender Relationship is required.
- Victim Type must be "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- If more than one (1) number is entered for a victim, the Offender Related Number cannot be duplicated.
- Must have corresponding Offender record.
- <u>Required</u> when Offender Number is any code but "00" and Victim Connected Offense File Class is one or more of the following:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat/Snowmobile
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking
3600-1	Sexual Penetration Nonforcible – Blood/Affinity
3600-2	Sexual Penetration Nonforcible – Other

- <u>Required</u> when Offender Number is any code but "00" <u>and</u> Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER) <u>and</u> Victim Connected Offense File Class is:

1200-0	Robbery
2000-0	Arson
2200-1	Burglary – Forced Entry

EDITS (continued):

2200-2	Burglary – Entry Without Force
2900-0	Damage to Property
3800-1	Family – Abuse/Neglect Nonviolent

- Two (2) Offender Numbers must be entered. If there is more than one (1) offender, enter the two (2) "closest" to the victim. Can enter up to five (5).

EXAMPLES:

If Victim 01's relationship to Offender 01 is to be reported, enter "01."

If Victim 01's relationship to Offender 01 and Offender 02 is to be reported, enter "01" and "02."

DATA ELEMENT #38:   Victim to Offender Relationship

DATABASE NAME: VOREL

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character code indicating the victim to offender
relationship associated with the offender number. This data
element is to be used along with Offender Related Number to report
the relationships of the victim to offenders who have perpetrated a
"crime against person" or a **robbery** against a person victim. Up
to five (5) Victim to Offender Relationship entries can be made per
victim.

Within Family:
01 =		Victim was Spouse
02 =		Common-Law Spouse
03 =		Parent
04 =		Sibling (brother or sister)
05 =		Child
06 =		Grandparent
07 =		Grandchild
08 =		In-Law
09 =		Stepparent
10 =		Stepchild
11 =		Stepsibling (stepbrother/stepsister)
12 =		Other Family Member
13 =		Child in Common

Outside Family but Known to Victim:
20 =		Victim was Acquaintance or Former Roommate
21 =		Friend
22 =		Neighbor
23 =		Babysitter (the baby)
24 =		Dating (boyfriend and girlfriend)
25 =		Child of Boyfriend or Girlfriend
26 =		Homosexual Relationship
27 =		Ex-Spouse
28 =		Employee
29 =		Employer
30 =		Otherwise Known
31 =		Offender
32 =		Former Dating (boyfriend/girlfriend)
33 =		Resident (boyfriend/girlfriend)
34 =		Former Resident (boyfriend/girlfriend)

Not Known by Victim:
98 =		Victim was Stranger
99 =		Unknown

NOTE:

Code "31" (VICTIM WAS OFFENDER) is to be used in incidents where the participants are both victims and offenders (example: bar room fights). Step-Grandparents and Ex-Common-Law Spouse should be reported as "12" (VICTIM WAS OTHER FAMILY MEMBER).

EDITS:

- Must be blank or valid code.
- When completed, then Offender Related Number is required.
- Victim Type must be "I" (INDIVIDUAL) or "P" (POLICE OFFICER).
- If code is "01" (VICTIM WAS SPOUSE), "02" (VICTIM WAS COMMON-LAW SPOUSE), "13" (VICTIM HAD CHILD IN COMMON), "24" (VICTIM WAS BOYFRIEND/GIRLFRIEND), "27" (VICTIM WAS EX-SPOUSE), "32" (VICTIM WAS FORMER DATING BOYFRIEND/GIRLFRIEND), "33" (VICTIM WAS RESIDENT BOYFRIEND/GIRLFRIEND) or "34" (VICTIM WAS FORMER RESIDENT BOYFRIEND/GIRLFRIEND) victim and offender must be opposite sex.
- If code is "26" (VICTIM WAS HOMOSEXUAL), victim and offender must be same sex.
- If code is "03" (VICTIM WAS PARENT) or "06" (VICTIM WAS GRANDPARENT), the victim's age must be greater than the offender's age.
- If code is "05" (VICTIM WAS CHILD), "07" (VICTIM WAS GRANDCHILD), or "23" (VICTIM WAS BABSITTEE), the victim's age must be less than the offender's age.
- Only one Victim to Offender Relationship code of "01" (VICTIM WAS SPOUSE) is valid per victim.
- Age of spouses or ex-spouses cannot be less than 10 years old.
- If code is "31" (VICTIM WAS OFFENDER):
  ➢ must be 2 or more victims with a common file class <u>and</u>
  ➢ must be 2 or more offenders (cannot have 00 in Offender Number) <u>and</u>
  ➢ victim can have only one "31" relationship code
  ➢ offender and victim must be same person (same Age/Sex/Race)
- <u>Required</u> when Offender Number is any code but "00" and Victim Connected Offense File Class is one or more of the following:

0900-1	Murder/Nonnegligent Manslaughter
0900-2	Negligent Homicide/Manslaughter
0900-3	Negligent Homicide – Vehicle/Boat/Snowmobile
0900-4	Justifiable Homicide
1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1100-1	Sexual Penetration Penis/Vagina – CSC 1st Degree
1100-2	Sexual Penetration Penis/Vagina – CSC 3rd Degree
1100-3	Sexual Penetration Oral/Anal – CSC 1st Degree
1100-4	Sexual Penetration Oral/Anal – CSC 3rd Degree
1100-5	Sexual Penetration Object – CSC 1st Degree
1100-6	Sexual Penetration Object – CSC 3rd Degree
1100-7	Sexual Contact Forcible – 2nd Degree
1100-8	Sexual Contact Forcible – 4th Degree
1300-1	Nonaggravated Assault
1300-2	Aggravated/Felonious Assault
1300-3	Intimidation/Stalking

EDITS (continued):

        3600-1   Sexual Penetration Nonforcible – Blood/Affinity
        3600-2   Sexual Penetration Nonforcible – Other

- Required when Offender Number is any code but "00" and Victim Type is "I" (INDIVIDUAL) or "P" (POLICE OFFICER) and Victim Connected Offense File Class is:

        1200-0   Robbery
        2000-0   Arson
        2200-1   Burglary – Forced Entry
        2200-2   Burglary – Entry Without Force
        2900-0   Damage to Property
        3800-1   Family – Abuse/Neglect Nonviolent

- If the related offender has "UNKNOWN" values entered for age, sex, and race, the relationship must be "99" (UNKNOWN).

EXAMPLES:

An employee assaulted his employer (a person) with his fists. "28" (VICTIM WAS EMPLOYER) should be entered.

Two unknown subjects rob a male and female couple. "98" (VICTIM WAS STRANGER) should be entered to indicate the relationship of each victim to each offender.

DATA ELEMENT #39:   Arrest Number

DATABASE NAME: ARRESTNO

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character assigned unique number from "01" through "99" for each person arrested for this incident.

NOTE:
Arrest Number 01 is to be entered on the Incident (MICR.1) transaction screen/format.

Additional arrests are to be entered on the supplemental Arrest (MICR.7) transaction screen/format.

Arrest Ethnicity and Arrest Residence are optional fields.

It is required to update offender records of arrested persons not previously reported as offenders. This is accomplished by deleting and resubmitting the entire incident or "replacing" the incident. For example, when the incident was initially submitted only one offender was reported. However, now two persons have been arrested. The offender record should be submitted for the person (offender) not originally reported. Victim records should be updated to indicate the victim to offender relationships.

EDITS:
- Must be valid number 01 through 99.
- Two subjects cannot be assigned the same arrest number.
- Required for all arrest records.
- Arrest Number, Arrest Type, Arrest Age, Arrest Race, Arrest Sex, Arrest Charge, Arrest Armed, Date of Arrest, and Multiple Arrest Indicator must be completed for each arrest.
- Disposition of Arrest under 18 is required only if the person arrested is less than 18 years old.
- Arrest records cannot be submitted for Offense File Class 0900-4 Justifiable Homicide or when an incident is exceptionally cleared.
- The number of arrests cannot exceed the number of offenders in an incident.

EXAMPLE:
If two persons were arrested in connection with a previously reported incident, two Arrest records should be submitted – one with Arrest Number "01" and the other with Arrest Number "02."

DATA ELEMENT #40:   Arrest Type

DATABASE NAME: ARREST-TYP

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate the type of apprehension.

O = On-View Arrest (taken into custody without a warrant or previous incident report)
S = Summoned/Cited (not taken into custody)
T = Taken Into Custody (based on warrant and/or previously submitted incident report)

EDITS:
- Must be valid code "O," "S," or "T."
- <u>Required</u> for all arrest records.

EXAMPLES:
The subject was arrested without a warrant while in the act of soliciting for prostitution on a street corner. The entry should be "O" (ON-VIEW ARREST).

The subject was served with a subpoena summoning him to appear in court. The entry should be "S" (SUMMONED/CITED).

The subject was taken into custody as the result of a complaint being filed, an investigation being conducted, and a warrant being issued. The entry should be "T" (TAKEN INTO CUSTODY).

DATA ELEMENT #41:   Arrest Age

DATABASE NAME: AGE

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character code to indicate the age of the person apprehended.

> 07 – 98 = years old
> 99 =   over 98 years old

NOTE:
   Enter an approximate age if the exact age of the arrest is unknown.

EDITS:
- Age less than 7 years old is invalid.
- Must be valid number 07 through 99.
- <u>Required</u> for all arrest records.
- If Age is less than "18" then Disposition of Arrest under 18 must be completed.
- If Offense File Class is 70000 Juvenile Runaway or the Arrest Charge is 7070, age of arrestee must be 17 or less.

EXAMPLE:
   The person arrested is 36 years old, enter "36" in this data element.

DATA ELEMENT #42:   Arrest Race

DATABASE NAME: RACE

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate the race of the person
arrested.

   W = White
   B = Black
   I   = American Indian/Alaskan Native
   A = Asian/Pacific Islander
   U = Unknown

EDITS:
- Must be valid code.
- Required for all arrest records.

EXAMPLES:
   If the subject arrested was a white person, enter "W" (WHITE).

DATA ELEMENT #43:   Arrest Sex

DATABASE NAME   SEX

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate the sex of the person arrested.

M   =   Male
F   =   Female

EDITS:
- Must be valid code "M" or "F."
- <u>Required</u> for all arrest records.

EXAMPLE:
   If the subject arrested was female, enter "F" (FEMALE).

DATA ELEMENT #44:   Arrest Ethnicity

DATABASE NAME: ETHNIC

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code indicating the ethnic origin of the person arrested.

A = Arab
H = Hispanic
O = Other Ethnicity/National Origin
U = Unknown

NOTE:
Optional

The National Incident Based Reporting System defines Hispanic as "a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race."

EDITS:
- Must be valid code or blank.

EXAMPLE:
If the subject arrested is of Hispanic origin, enter "H" (HISPANIC).

DATA ELEMENT #45:   Arrest Residence

DATABASE NAME: Residence

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate whether the residency of the person arrested.

       R = <u>Resident</u> of the community, city, or town where the offense occurred.
       C = Resides in the <u>County</u> but not the community where the offense occurred.
       S = Resides in the <u>State</u> but not the county or community where the offense occurred.
       O = Out of state
       U = Unknown

NOTE:

Optional

<u>Black's Law Dictionary</u> defines legal residence as "the permanent fixed place of abode which a person intends to be his residence and to which he intends to return despite temporary residence elsewhere or despite temporary absences."

EDITS:

- Must be valid code or blank.

EXAMPLES:

The crime occurred in Pontiac and the person arrested maintained his legal residence in that city. The entry should be "R" (RESIDENT).

The crime occurred in Lansing but the person arrested maintained his legal residence in Detroit. The entry should be "S" (STATE).

The crime occurred in Ionia County, Portland Township, but the person arrested maintained his legal residence in Lake Odessa. The entry should be "C" (COUNTY).

DATA ELEMENT #46:   Arrest Charge

DATABASE NAME: CHARGE

DATA FORMAT: Four (4) characters – Numeric

CODING STRUCTURE: Enter the MICR arrest code for which the person arrested was apprehended. Only one arrest charge will be entered. If the person arrested is being charged with more than one arrest charge, the reporting agency must determine which is the most serious and enter it as the arrest charge.

NOTE:

See Section II for valid arrest charges.

In multiple count arrests, the lower arrest charge does not necessarily determine the seriousness of the crime.

EDITS:
- Must be valid code.
- Required for all arrest records.
  - An arrest charge for a Group A Offense File Class can only be entered if the incident includes a Group A offense.

EXAMPLES:

A person was arrested for 0903 – Willful Killing/Nonfamily/Gun and 2202 – Forced Entry/Nonresidence. As only one arrest charge can be entered, the reporting agency entered "0903" (WILLFUL KILLING/NONFAMILY/GUN).

A person was arrested for 3510 – Heroin/Sell/Manufacture, 3560 – Marijuana/Sell, and 3550 – Narcotic Equipment/Possess. As only one arrest charge can be entered, the reporting agency entered "3510" (HEROIN/SELL/MANUFACTURE).

A person was arrested for 4104 – Possession of Alcoholic Liquor in a Motor Vehicle and 8041 – Operating Under the Influence of Alcohol. As only one arrest charge can be entered, the reporting agency entered "8041" (OPERATING UNDER THE INFLUENCE OF ALCOHOL).

DATA ELEMENT #47:   Arrest Armed

DATABASE NAME: ARREST-ARM

DATA FORMAT: Three (3) character – Alpha/Numeric

CODING STRUCTURE: Enter the two (2) or three (3) character code to indicate the type of weapon the person arrested was armed with at the time of apprehension. The last character is used to indicate if the weapon was an automatic firearm by adding an "A" as a suffix to the code. Up to two (2) codes can be entered per person arrested.

> 01 =   Unarmed
> 11 =   Firearm (type of firearm is not known)
> 12 =   Handgun
> 13 =   Rifle
> 14 =   Shotgun
> 15 =   Other Firearm (cane, belt buckle, etc.)
> 20 =   Lethal Cutting Instrument (switchblade knife, martial arts "stars," etc.)
> 30 =   Club/Blackjack/Brass Knuckles
>
> A =   Automatic Firearm (used as suffix to above codes)

NOTE:
An automatic weapon is defined as any firearm which shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading.

An arrest in possession of a toy or play weapon should be coded as "01" (UNARMED).

EDITS:
- Must be valid code.
- Suffix code "A" valid for codes 11-15 only.
- <u>Required</u> for all arrest records.
- If more than one code is entered, cannot be duplicate.
- Code "01" (UNARMED) is mutually exclusive with any other code (must only be used if no other code applies).

EXAMPLES:
When the subject was arrested, he had in his possession a .357 magnum handgun and a penknife. The entry should be "12" (HANDGUN), because a small pocketknife is not generally considered to be a "weapon," it does not qualify for reporting.

The subject resisted arrest using a liquor bottle and a chair as weapons before being subdued. The entry should be "01" (UNARMED). Although the subject used items as weapons, they were not commonly known weapons.

DATA ELEMENT #48:   Date of Arrest

DATABASE NAME: DATE

DATA FORMAT: Six (6) characters – Numeric Month-Day-Year
                          (MMDDYY)

CODING STRUCTURE: Enter the Month, Day and Year when the person was arrested.

NOTE:
    The date of arrest is mandatory for all arrest records.

EDITS:
- Must be valid date.
- Month must be "01-12."
- Day cannot exceed the number of days for the month of arrest.
- Date cannot be future date from the entry date.
- <u>Required</u> for all arrest records.
- Date of Arrest cannot be prior to Date of Occurrence/Report.
- If Action is "W" (WINDOW UPDATE), Date of Arrest cannot be prior to the base date or agency start date.

EXAMPLE:
    The subject was arrested on November 20, 2005. The entry should be "112005."

DATA ELEMENT #49:   Multiple Arrest Indicator

DATABASE NAME: MULTI-ARR

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate whether or not the apprehension of the subject resulted in the clearance of more than one previously reported incident within the jurisdiction served by the reporting agency.

  M = Multiple – This person was arrested for more than one (1) incident and this arrest should not be counted for this incident but a clearance for this incident will be counted.

  C = Count Arrest – This person was arrested for more than one (1) incident, this arrest should be counted for this incident, and a clearance will be counted for this incident.

  N = Not Applicable – This person was arrested only for this incident.

NOTE:

This data element pertains to one person being arrested for multiple incidents.

If the apprehension of the person arrested causes the agency to enter an arrest report for each incident the person was arrested for, it is important to indicate that only one arrested person was responsible for clearing multiple incidents. This is done by entering "M" (MULTIPLE) into all but one of the arrest records for the cleared incidents, and by entering "C" (COUNT ARREST) in the remaining arrest record for the cleared incident. If the arrest did not result in multiple incident clearances, enter "N" (NOT APPLICABLE).

EDITS:
- Must be valid code.
- <u>Required</u> for all arrest records.

EXAMPLES:

After the subject's apprehension for robbery, it was learned that the subject was also responsible for five additional robberies within the jurisdiction. One arrest record was keyed into the local computer for each of the six incidents. Five of the arrest records had "M" (MULTIPLE) and one had "C" (COUNT ARREST) entered into this data element.

Two suspects were arrested for burglary. During processing, Arrest #1 admitted to burglarizing two other residences which were reported to this reporting agency. The reporting agency then cleared those two burglaries based on the suspect's confession. However, Arrest #2 denies involvement in any additional burglaries. The arrest record for Arrest #1 would have a "C" (COUNT ARREST) for the current incident and a "M" (MULTIPLE) for this data element in the arrest records of the two other incidents which were cleared. The arrest record for Arrest #2 would have an "N" (NOT APPLICABLE) in this data element as this subject's arrest did not clear any additional incidents.

EXAMPLES (continued):

A suspect was arrested for a motor vehicle theft which occurred on July 1, 2006. This person was also responsible for two motor vehicle theft incidents which occurred in 2005. An arrest record would be submitted for the current 2006 incident indicating "C" (COUNT ARREST) to count the arrest. Arrest records would be submitted for both 2005 incidents with "M" (MULTIPLE) in this data element to indicate the person arrested was counted in another incident.

DATA ELEMENT #50:   Disposition of Arrest under 18

DATABASE NAME: DISPOSITIO

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate the disposition of arrests 17 years of age or younger at the time of arrest.

      H = Handled within the Department (e.g., released to parents, released with warning, etc.)

      R = Referred to Other Authorities (e.g., turned over to juvenile court, probation department, welfare agency, other police agency, criminal or adult court, etc.)

NOTE:
Even though 17 year old persons are considered adults under Michigan Law, it is necessary to submit a disposition for these subjects to be forwarded to the FBI.

EDITS:
- Required when person arrested is 17 years old or younger.
- Must be blank or valid code "H" or "R."
- Must be blank if arrest age is 18 or older.

EXAMPLES:
The 13 year old person, who was arrested for vandalizing a school, was released to his parents with a warning. The entry should be "H" (HANDLED WITHIN DEPARTMENT).

The 17 year old person was arrested for murder. Even though he is an adult under Michigan Law, it is required that a disposition be submitted. In this case, the entry should be "R" (REFERRED TO OTHER AUTHORITIES) as he will be tried in adult court.

DATA ELEMENT #51:   Clearance Indicator

DATABASE NAME: CLEARANCE

DATA FORMAT: One (1) character – Alpha Numeric

CODING STRUCTURE: Enter the one (1) character code to indicate **YES** if this arrest clears
                          the incident or **NO** if the incident was already cleared by a previous
                          arrest.

                          Y = Arrest clears the incident
                          N = Incident already cleared by previous arrest

NOTE:
   This data element pertains to multiple persons being arrested per incident. It is used to
   indicate whether or not the arrest record produces a clearance for incidents not maintained
   on the MICR database.

   The question which must be answered is: Has an arrest been previously reported to the
   state UCR program for this incident? If the answer to this question is "yes," then this data
   element will be "N" (INCIDENT ALREADY CLEARED BY PREVIOUS ARREST). If the
   answer to this question is "no," then this data element will be "Y" (ARREST CLEARS THE
   INCIDENT).

EDITS:
   • Must be blank or valid code "Y" or "N."
   • If more than one arrest record is entered for an incident, only the first arrest record
     can have "Y" (YES) in this data element and all succeeding arrest records must have
     "N" in this data element.
   • Required only for Action "W" (WINDOW UPDATE) records.

EXAMPLES:
   A suspect was arrested for an incident that occurred on October 31, 2002, and the arrest
   was reported on the original incident report. On February 4, 2003, a second suspect was
   arrested for the same incident. When entering the arrest record, "N" would be entered in
   this data element as the incident was already cleared by a previous arrest.

   A rape incident was reported on June 5, 2001, with no arrests being reported. On April 1,
   2003, a person was arrested for the incident. When entering the arrest record, "Y" would be
   entered in this data element as the no previous arrest was reported and this arrest clears
   the incident.

   A burglary incident was reported on December 7, 2000, with no arrests being reported. On
   October 31, 2002, two persons were arrested for the incident. When entering the arrest
   records, "Y" would be entered in this data element for on one of the arrests and "N" would
   be entered in this data element for the other arrest.

DATA ELEMENT #52:   Item Number

DATABASE NAME: ITEM

DATA FORMAT: Three (3) characters – Numeric

CODING STRUCTURE: Enter a three (3) character assigned number from "000" through "999" for each property item involved in the incident.

NOTE:
   Property items may be grouped together by Property Loss Type and Property Class. The examples will indicate how to enter property information when grouping items.

EDITS:
- Must be valid number "000" through "999."
- Item Number must be "000" if Property Loss Type is "0" (NONE) or "9" (UNKNOWN).
- Item Number "000" cannot be repeated in the incident.
- Item Number "000" cannot be entered on the supplemental Property (MICR.9) transaction screen/format.
- Property Records can only be submitted with Offense File Classes of "Crimes Against Property," Kidnapping, Gambling, or Drug/Narcotics.

DATA ELEMENT #53:   Property Loss Type

DATABASE NAME: LOSS-TYPE

DATA FORMAT: One (1) character – Numeric

CODING STRUCTURE: Enter the one (1) character code to describe the type(s) of property loss, recovery, seizure, etc., which occurred in an incident.

> 0 = None
> 1 = Stolen and Recovered (At the time of original incident is entered, all property stolen is recovered and the value of the recovered property is the same as prior to being stolen. This eliminates entering two separate records, one for stolen and one for recovered.)
> 2 = Burned (includes damage caused in fighting the fire)
> 3 = Counterfeited/Forged
> 4 = Destroyed/Damaged/Vandalized
> 5 = Recovered (to impound property which was previously stolen)
> 6 = Seized (to impound property which was not previously stolen)
> 7 = Stolen (includes bribed, defrauded, embezzled, extorted, ransomed, robbed, etc.)
> 9 = Unknown

NOTE:

Only one property record can be entered for Loss Type of "0" (NONE) or "9" (UNKNOWN) and entered as Item #000.

The first four property records are to be entered on the Incident (MICR.1) transaction screen/format. Additional property records can be entered on the supplemental Property (MICR.9) transaction screen/format.

EDITS:
- Must be a valid code.
- Must be "5" (RECOVERED) if Action is "W" (WINDOW UPDATE).
- If "0" (NONE) or "9" (UNKNOWN), Property Class, Property Value, Date Recovered, Number of Stolen/Recovered Vehicles, Suspected Drug Type, Estimated Drug Quantity, and Type Drug Measurement must be blank. [This edit does not apply if Offense File Class is 3500-1 Violation of Controlled Substance when Property Loss Type is "0" (NONE); Suspected Drug Type must be entered.]
- If "5" (RECOVERED), every Property Class item must also be (or have been) reported as "7" (STOLEN). (This edit does not apply to Offense File Classes 2400-2 Motor Vehicle as Stolen Property, 2500-0 Forgery/Counterfeiting, or 2800-0 Stolen Property.)
- Item Number and Property Class must match for stolen and recovered records. (EXCEPTION: If a motor vehicle was reported stolen and parts of the vehicle are recovered, the recovered record can indicate a Property Class of "38" (VEHICLE PARTS/ACCESSORIES).

EDITS (continued):

- When Action is "O" (ORIGINAL) or "R" (REPLACE), a property record is <u>required</u> and can only be entered if the incident involves one or more of the following Offense File Classes:

1000-1	Kidnapping/Abduction
1000-2	Parental Kidnapping
1200-0	Robbery
2000-0	Arson
2100-0	Extortion
2200-1	Burglary – Forced Entry
2200-2	Burglary – Entry Without Force
2300-1	Larceny – Pocketpicking
2300-2	Larceny – Pursesnatching
2300-3	Larceny – Theft from Building
2300-4	Larceny – Theft from Coin-Operated Machine
2300-5	Larceny – Theft from Vehicle
2300-6	Larceny – Theft of Motor Vehicle Parts/Accessories
2300-7	Larceny – Other
2400-1	Motor Vehicle Theft
2400-2	Motor Vehicle as Stolen Property
2400-3	Motor Vehicle Fraud
2500-0	Forgery/Counterfeiting
2600-1	Fraud – False Pretenses/Swindle/Confidence Game
2600-2	Fraud – Credit Card/Automatic Teller Machine
2600-3	Fraud – Impersonation
2600-4	Fraud – Welfare
2600-5	Fraud – Wire
2700-0	Embezzlement
2800-0	Stolen Property
2900-0	Damage to Property
3000-1	Retail Fraud – Misrepresentation
3000-2	Retail Fraud – Theft
3000-3	Retail Fraud – Refund/Exchange
3500-1	Violation of Controlled Substance Act
3500-2	Drug Equipment Violations
3900-1	Gambling – Betting/Wagering
3900-2	Gambling – Operation/Promoting/Assisting
3900-3	Gambling – Equipment Violation
3900-4	Gambling – Sports Tampering
5100-0	Bribery

- Property Loss Type must be "2" (BURNED) if offense is "C" (COMPLETED) and Offense File Class is:

2000-0	Arson

- Property Loss Type must be "4" (DESTROYED/DAMAGED/VANDALIZED) if offense is "C" (COMPLETED) and Offense File Class is:

EDITS (continued):

2900-0   Damage to Property

- Property Loss Type must be "6" (SEIZED) if offense is "C" (COMPLETED) and Offense File Class is:

    3900-1   Gambling – Betting/Wagering
    3900-2   Gambling – Operation/Promoting/Assisting
    3900-3   Gambling – Equipment Violations
    3900-4   Gambling – Sports Tampering

- Property Loss Type must be "0" (NONE) or "6" (SEIZED) if offense is "C" (COMPLETED) and Offense File Class is:

    3500-1   Violation of Controlled Substance Act
    3500-2   Drug Equipment Violations

- Property Loss Type must be "0" (NONE) or "5" (RECOVERED) if offense is "C" (COMPLETED) and Offense File Class is:

    2400-2   Motor Vehicle as Stolen Property
    2800-0   Stolen Property

- Property Loss Type must be "3" (COUNTERFEITED/FORGED), "5" (RECOVERED), OR "6" (SEIZED) if offense is "C" (COMPLETED) and Offense File Class is:

    2500-0   Forgery/Counterfeiting

- Property Loss Type must be "1" (STOLEN AND RECOVERED), "5" (RECOVERED), or "7" (STOLEN) if offense is "C" (COMPLETED) and Offense File Class is:

    1200-0   Robbery
    2100-0   Extortion
    2300-1   Larceny – Pocketpicking
    2300-2   Larceny – Pursesnatching
    2300-3   Larceny – Theft from Building
    2300-4   Larceny – Theft from Coin-Operated Machine
    2300-5   Larceny – Theft from Vehicle
    2300-6   Larceny – Theft of Motor Vehicle Parts/Accessories
    2300-7   Larceny – Other
    2400-1   Motor Vehicle Theft
    2400-3   Motor Vehicle Fraud
    2600-1   Fraud – False Pretenses/Swindle/Confidence Game
    2600-2   Fraud – Credit Card/Automatic Teller Machine
    2600-3   Fraud – Impersonation
    2600-4   Fraud – Welfare
    2600-5   Fraud – Wire
    2700-0   Embezzlement
    3000-1   Retail Fraud – Misrepresentation

EDITS (continued):

3000-2   Retail Fraud – Theft
3000-3   Retail Fraud – Refund/Exchange

- Property Loss Type must be "0" (NONE), "1" (STOLEN AND RECOVERED), "5" (RECOVERED), "7" (STOLEN), or "9" (UNKNOWN) if offense is "C" (COMPLETED) and Offense File Class is:

  1000-1   Kidnapping/Abduction
  1000-2   Parental Kidnapping
  2200-1   Burglary – Forced Entry
  2200-2   Burglary – Entry Without Force
  5100-0   Bribery

- If Property Loss Type is "6" (SEIZED) and the incident involves a single offense of:

  3500-1 – One Violation of Control Substance Act
            Property Class must be "10" (DRUGS/NARCOTICS).
  3500-2 - Two Drug Equipment Violations
            Property Class must be "11" (DRUG/NARCOTIC EQUIPMENT).

  (However, in multiple "Crimes Against Property" offenses, this edit will be bypassed because the Drugs/Narcotics or Drug Equipment could be involved in the other offense.)

EXAMPLES:

For an arson offense, the entries might be "0" NONE (an attempt with no property burned) or "2" BURNED (property was burned).

For a burglary offense, the entries might be "0" NONE (an attempted burglary or the structure was entered but no property was taken), "7" STOLEN (property was taken), "5" RECOVERED (stolen property was later recovered or value was decreased), "1" STOLEN AND RECOVERED (property was both stolen and recovered with no change in dollar value when the incident report was entered), "9" UNKNOWN (not known if property was taken).

If the same incident involved both arson and burglary, the choices of property loss type codes shown in the above two examples would be applicable, depending on the circumstances.

Two teenagers stole a neighbor's car for joyriding. The car was recovered in a parking lot two hours after the reported theft. No damage had been done to the vehicle. When the original incident is entered, only one property record is needed indicating "1" (STOLEN AND RECOVERED) in this data element as the property was stolen and recovered and the recovered property value did not decrease from prior to being stolen. If the vehicle has been damaged, then two property records should be entered. The first record indicating "7" (STOLEN) and the value of the vehicle in Property Value. The second record indicating "5" (RECOVERED) and the value of the damaged vehicle in Property Value.

EXAMPLES (continued):

In a drug investigation, the offenders destroyed the drugs before the officers were able to seize the drugs. As no property was actually seized, a property record is submitted with "0"

(NONE) in the Property Loss Type and the type of drug entered in Suspected Drug Type (only one drug type can be submitted).

DATA ELEMENT #54:   Property Class

DATABASE NAME: CLASS

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) character code indicating the description of the property stolen, burned, counterfeited, destroyed/damaged/vandalized etc., which occurred in the incident.

01 = Aircraft (airplanes, dirigibles, gliders, etc.)
02 = Alcohol (alcoholic beverages, e.g., beer, wine, liquor, etc.)
03 = Automobiles (sedans, coupes, station wagons, convertibles, taxicabs, and other similar motor vehicles which serve the primary purpose of transporting people)
04 = Bicycles (includes tandem bicycles, unicycles, and tricycles)
05 = Buses (motor vehicles which are specifically designed, but not necessarily used, to transport groups of people on a commercial basis)
06 = Clothes/Furs (wearing apparel for human use, including accessories such as belts, shoes, scarves, ties, etc.)
07 = Computer Hardware/Software (computers, computer peripherals [e.g., tape and disk drives, printers, etc.] and storage media [e.g., magnetic tapes, magnetic and optical disks, etc.])
08 = Consumable Goods (expendable items used by humans for nutrition, enjoyment or hygiene, e.g., food, beverages, grooming products, cigarettes, gasoline, firewood, etc.)
09 = Credit/Debit Cards (includes Automatic Teller Machine cards)
10 = Drugs/Narcotics
11 = Drug/Narcotic Equipment
12 = Farm Equipment (tractors, combines, etc.)
13 = Firearms (weapons that fire a shot by force of an explosion, i.e., handguns, rifles, shotguns, etc., but not "BB", pellet, or gas-powered guns)
14 = Gambling Equipment (gambling paraphernalia)
15 = Heavy Construction/Industrial Equipment (cranes, bulldozers, steamrollers, oil-drilling rigs, etc.)
16 = Household Goods (beds, chairs, desks, sofas, tables, refrigerators, stoves, washer/dryers, air conditioning and heating equipment, etc.)
17 = Jewelry/Precious Metals (bracelets, necklaces, rings, watches, etc., and gold, silver, platinum, etc.)
18 = Livestock (living farm-type animals, e.g., cattle, chickens, hogs, horses, sheep, etc., but not household pets such as dogs and cats)
19 = Merchandise (items held for sale)
20 = Money (legal tender, i.e., coins and paper currency)
21 = Negotiable Instruments (any document, other than currency, which is payable without restriction, e.g., endorsed checks,

CODING STRUCTURE (continued):

endorsed money orders, and endorsed traveler's checks; "bearer" checks and bonds, etc.)

22 = Nonnegotiable Instruments (documents requiring further action to become negotiable, e.g., unendorsed checks, unendorsed money orders, etc.; food stamps, stocks and bonds, etc.)

23 = Office Equipment (typewriters, adding machines, calculators, cash registers, copying machines, etc.)

24 = Other Motor Vehicles (any other motor vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, golf carts, etc.)

25 = Purses/Handbags/Wallets

26 = Radios/TVs/VCRs (includes radios, televisions, videotape recorders, high fidelity and stereo equipment, compact disk players, etc.

27 = Recordings Audio/Visual (phonograph records, compact disks, tape recordings, cassettes, etc.)

28 = Recreational Vehicles (motor vehicles which are specifically designed, but not necessarily used, to transport people and also provide them temporary lodging for recreational purposes)

29 = Structures-Single Occupancy Dwelling (houses, townhouses, duplexes, mobile homes, or other private dwellings which are occupied by a single person, family, housemates, or other group)

30 = Structures-Other Dwellings (any other residential dwellings not meeting the definition of "Single Occupancy Dwellings," e.g., apartments, tenements, flats, boarding houses, dormitories, as well as temporary living quarters, such as hotels, motels, inns, etc.)

31 = Structures-Other Commercial/Business (stores, office buildings, restaurants, etc.)

32 = Structures-Industrial/Manufacturing (factories, plants, assembly lines, etc.)

33 = Structures-Public/Community (colleges, hospitals, jails, libraries, meeting halls, passenger terminals, religious buildings, schools, sports arenas, etc.)

34 = Structures-Storage (barns, garages, storehouses, warehouses, etc.)

35 = Structures-Other (any other structures not fitting the other "Structures" descriptions, e.g., outbuildings, monuments, buildings under construction, etc.)

36 = Tools (hand tools and power tools)

37 = Trucks (motor vehicles which are specifically designed, but not necessarily used, to transport cargo on a commercial basis)

38 = Vehicle Parts/Accessories (motor vehicle batteries, engines, transmissions, heaters, hubcaps, tires, manufacturers' emblems, license plates, side view mirrors, radios, antennas, tape decks, etc.)

39 = Watercraft (motorboats, sailboats, houseboats, etc.)

CODING STRUCTURE (continued):

> 77 = Pending Inventory (property class unknown until an inventory is conducted)
>
> 88 = Other (all other property not fitting the above specific descriptions, including intangibles)
>
> 99 = Special Category (to be used by the National UCR program to compile statistics on certain designated types of property, e.g., "CB" radios, which are the object of theft fads)
> **NOTE: CANNOT BE USED AT THIS TIME.**

NOTE:

Property may be grouped together by Property Loss Type and Property Class.

Intangible is anything which cannot be perceived by the sense of touch. It can be a benefit, e.g., a right or privilege, a promotion, enhanced reputation, etc.; or a detriment, e.g., a loss of reputation, injured feelings, etc.

EDITS:

- Must be a valid code.
- If "77" (PENDING INVENTORY) is entered, then Property Value must be "1" (UNKNOWN $1.00).
- If Property Class is completed, then Property Loss Type is required.
- If "09" (CREDIT/DEBIT CARDS) or "22" (NONNEGOTIABLE INSTRUMENTS), Property Value must be "0."
- If Property Class is "10" (DRUGS/NARCOTICS) and Property Value is blank, there must be an Offense File Class of 3500-1 VCSA.
- Only one property record with code "77" (PENDING INVENTORY) can be entered per incident. This record can only be entered on the <u>Incident (MICR.1)</u> screen/format.

EXAMPLES:

The following property was stolen as the result of a burglary: (1) a $10,000 stamp collection, (2) jewelry worth $5,000, (3) a $1,800 personal computer, (4) clothes worth $1,500, (5) silverware worth $800, (6) a $650 television, (7) a $450 VCR, (8) a $400 microwave oven, (9) $350 in cash, (10) a $25 typewriter, (11) a $150 shotgun, (12) a $100 bicycle, (13) two credit cards (no value), and (14) ten blank personal checks (no value).

> ➤ Item (1), the stamp collection, does not fit into any of the specifically coded property classes, it should be entered as "88" (OTHER)
> ➤ Item (2), jewelry, should be entered as "17" (JEWELRY/PRECIOUS METALS)
> ➤ Item (3), personal computer, as "07" (COMPUTER HARDWARE/SOFTWARE)
> ➤ Item (4), clothes, as "06" (CLOTHES/FURS)
> ➤ Item (5), silverware as "17" (JEWELRY/PRECIOUS METALS)
> ➤ Items (6 and 7), television and VCR as "26" (RADIOS/TVs/VCRs)
> ➤ Item (8), microwave oven as "16" (HOUSEHOLD GOODS)
> ➤ Item (9), cash as "20" (MONEY)
> ➤ Item (10), typewriter as "23" (OFFICE-TYPE EQUIPMENT)
> ➤ Item (11), shotgun as "13" (FIREARMS)

EXAMPLES (continued):

> ➤Item (12), bicycle as "14" (BICYCLES)
> ➤Item (13), two credit cards (no value)
> ➤Item (14), ten blank checks as "22" (NONNEGOTIABLE INSTRUMENTS)

If property were grouped together by Property Loss Type and Property Class, this example would be entered as follows:

> ➤Item (1), the stamp collection does not fit into any of the specifically coded property classes, it should be included in "88" (OTHER).
> ➤Item (2 & 5), the jewelry and silverware should be entered as code "17" (JEWELRY/ PRECIOUS METALS).
> ➤Item (3), personal computer as "07" (COMPUTER HARDWARE/SOFTWARE).
> ➤Item (4), the clothes as "06" (CLOTHES/FURS).
> ➤Item 6 & 7), television and VCR as "26" (RADIOS/TVs/VCRs).
> ➤Item (8), microwave oven as "16" (HOUSEHOLD GOODS).
> ➤Item (9), cash as "20" (MONEY).
> ➤Item (10), typewriter as "23" (OFFICE-TYPE EQUIPMENT)
> ➤Item (11), shotgun as "13" (FIREARMS)
> ➤Item (12), bicycle as "04" (BICYCLES)
> ➤Item (13), two credit cards as "09" (CREDIT/DEBIT CARDS)
> ➤Item (14), ten blank checks as "22" (NONNEGOTIABLE INSTRUMENTS)

If a house was destroyed by arson and the homeowners are away on an overseas trip, making it impossible to determine the property loss until they return, enter "77" (PENDING INVENTORY). [**NOTE**: An updated Property record, with entries describing the type(s) of burned property, should be submitted when the results of the inventory are subsequently learned.]

DATA ELEMENT #55:   Property Value

DATABASE NAME: VALUE

DATA FORMAT: Nine (9) characters – Numeric

CODING STRUCTURE: Enter up to nine (9) characters indicating the total dollar value (in whole dollars) for all victims in the incident by Property Class. If value is unknown, enter $1.00. If item has no value, enter all zeroes.

NOTE:

The following procedures are suggested to determine valuation of stolen property:

a. Use fair market value for articles which are subject to depreciation because of wear and tear, age, or other factors which cause the value to decrease with use.
b. Use cost to the merchant (wholesale cost) of goods stolen from retail establishments, warehouses, etc. In other words, use the dollar value representing the actual cash loss to the victim without any markup or profit added.
c. Use victim's evaluation of items such as jewelry, watches, and other similar goods which decrease in value slightly or not at all with use or age.
d. Use replacement cost or actual cash cost to victim for new or almost new clothes, auto accessories, bicycles, etc.
e. When the victim obviously exaggerates the value of stolen property for insurance or other purposes, common sense and good judgment will dictate a fair market value to be placed on the stolen items by law enforcement.

Black's Law Dictionary defines fair market value as the price in cash, or its equivalent, for which the property can be sold on the market.

If drugs or narcotics are seized in a drug case, no value is to be entered into this data element, but the Suspected Drug Type, Estimated Drug Quantity, and Type Drug Measurement are to be reported. However, when drugs or narcotics are involved in other types of crime (e.g., stolen through burglary, robbery, theft, etc., or destroyed by arson), their value is to be entered into this data element and Suspected Drug Type, Estimated Drug Quantity, and Type Drug Measurement are to be left blank.

EDITS:
- Must be all numeric digits with zero left-fill if entered.
- If value is UNKNOWN, must have value of "1" ($1.00).
- Must be "0" if Property Class is "09" (CREDIT/DEBIT CARDS) or "22" (NONNEGOTIABLE INSTRUMENTS).
- If a value is entered, then Property Loss Type and Property Class must be entered.
- Can be "0" if Property Class is "88" (OTHER) or "99" (SPECIAL CATEGORY).
- All property that is recovered must also be reported as stolen.
  - ➢ (This edit does not apply to Offense File Classes 2400-2 Motor Vehicle as Stolen Property, 2500-0 Forgery/Counterfeiting, or 2800-0 Stolen Property.)
- When Property Loss Type entries are made for both "7" (STOLEN) and "5" (RECOVERED), the recovered property cannot have property values greater than corresponding property values reported stolen.

EDITS (continued):

- If Property Class is coded as "10" (DRUGS/NARCOTICS) and the only offense submitted is 3500-1 Violation of Controlled Substance Act, the property value must be blank. However, if there are multiple property offenses submitted, do not include the value of any "10" (DRUGS/NARCOTICS) pertaining to offense 3500-1 in this data element, but do include the value of these drugs that apply to non-3500-1 offenses. If any offense other than 3500-1 has a "10" (DRUGS/NARCOTICS) entry, the value for this property must be entered in this data element.

EXAMPLES:

A house was destroyed by arson and the homeowners are away on an overseas trip making it impossible to determine the property loss until they return. Enter "1" UNKNOWN ($1.00) into this data element. [NOTE: An updated Property record, with appropriate property loss values, should be submitted after the results of the inventory are learned.]

Two victims had their bicycles stolen at the same time and place; one was worth $300 and the other $150; "04" (BICYCLES) should be entered into Property Class and "300" and "150" entered in this data element by item number.

The following property was stolen as the result of a burglary: (1) a $10,000 stamp collection, (2) jewelry worth $5,000, (3) a $1,800 personal computer, (4) clothes worth $1,500, (5) silverware worth $800, (6) a $650 television, (7) a $450 VCR, (8) a $400 microwave oven, (9) $350 in cash, (10) a $25 typewriter, (11) a $150 shotgun, (12) a $100 bicycle, (13) two credit cards (no value), and (14) ten blank personal checks (no value).

The values for each specifically coded property should be entered as follows:

- ➢ Item (1), stamp collection (code 88) as "10000"
- ➢ Item (2), jewelry (code 17) as "5000"
- ➢ Item (3), personal computer (code 07) as "1800"
- ➢ Item (4), clothes (code 06) as "1500"
- ➢ Item (5), silverware (code 17) as "800"
- ➢ Item (6), television (code 26) as "650"
- ➢ Item (7), VCR (code 26) as "450"
- ➢ Item (8), microwave oven (code 16) as "400"
- ➢ Item (9), cash (code 20) as "350"
- ➢ Item (10), typewriter (code 23) as "25"
- ➢ Item (11) shotgun (code 13) as "150"
- ➢ Item (12), bicycle (code 04) as "100"
- ➢ Item (13), two credit cards (code 09) as "0"
- ➢ Item (14), ten blank checks (code 22) as "0"

If property were grouped together by Property Loss Type and Property Class, the last two examples would be entered as follows:

Two victims had their bicycles stolen at the same time and place; one was worth $300 and the other $150. "04" (BICYCLES) should be entered into Property Class and their total value "450" ($300 + $150 = $450) into this data element.

- ➢ "5800" for the jewelry and silverware (code 17)

EXAMPLES (continued):

> ➢ "1800" for the person computer (code 07)
> ➢ "1500" for the clothes (code 06)
> ➢ "1100" for the television and VCR (code 26)
> ➢ "400" for the microwave oven (code 16)
> ➢ "350" for the cash (code 20)
> ➢ "25" for the typewriter (code 23)
> ➢ "150" for the shotgun (code 13)
> ➢ "100" for the bicycle (code 04)
> ➢ "10000" for the stamp collection (code 88)
> ➢ "0" for the two credit cards (code 09)
> ➢ "0" for the ten blank checks (code 22)

DATA ELEMENT #56:   Date Recovered

DATABASE NAME: DATE-RECOV

DATA FORMAT: Six (6) characters – Numeric/Month-Day-Year (MMDDYY)

CODING STRUCTURE: Enter the Month, Day and Year when the property was recovered.

NOTE:
This data element is to be used only if Property Type Loss is "1" (STOLEN AND RECOVERED) or "5" (RECOVERED).

If property is grouped together by Property Loss Type and Property Class and there is more than one date of recovery for the same Property Class, enter the earliest date.

If the recovery date is unknown, enter the date of the report.

EDITS:
- Must be valid date.
- Month must be "01-12".
- Day cannot exceed the number of days for the month recovered.
- Date cannot be future date from the entry date.
- <u>Required</u> when Property Type Loss is "1" (STOLEN AND RECOVERED) or "5" (RECOVERED).
- Date Recovered cannot be prior to original Date of Occurrence/Report.
- If completed, then Property Type, Property Class and Property Value must be entered.
- If Action is "W" (WINDOW UPDATE), Date Recovered cannot be prior to the base date or agency start date.
- Must be blank if Property Loss Type is not "1" (STOLEN AND RECOVERED) or "5" (RECOVERED).

EXAMPLES:
April 1, 2006, two bicycles were stolen from a public school parking lot. The first bicycle was recovered on May 15, 2006. The other bicycle was recovered on May 31, 2006. The date entered into this data element for the first bicycle, Item 1 should be "051506" and the second bicycle, Item 2, should be "053106."

If property were grouped together by Property Loss Type and Property Class, the example would be entered as follows: The date entered into this data element for the property class "04" (BICYCLES) should be "051506" since that is the earliest date of recovery for this property class.

DATA ELEMENT #57:   Number of Stolen/Recovered Vehicles

DATABASE NAME: ST-RC-VEHI

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the number of stolen and recovered vehicles in the incident.

NOTE:
The code in the Property Type Loss will indicate if the vehicles are "1" (STOLEN AND RECOVERED), "5" (RECOVERED) or "7" (STOLEN).

If property is entered by single item and not grouped together, the value in this data element will always be "1" for stolen and recovered motor vehicles.

EDITS:
- Must be blank or valid number "01" through "99."
- Must be blank if Offense File Class is not "2400-1" or "2400-2."
- If the Offense File Class is 2400-1 Motor Vehicle Theft and the Property Type is "5" (RECOVERED) then all vehicles must have been reported stolen and the value and number of vehicles recovered cannot be greater than the value and number of vehicles stolen.
- Must be blank if Property Class is not "03," "05," "24," "28," or "37." The total number of recovered vehicles must be equal to or less than the total number of stolen vehicles per incident.
- Required when offense code is:
    - ➢   2400-1 Motor Vehicle Theft
    and Property Loss Type is:
    - ➢   "1"   (STOLEN AND RECOVERED)
    - ➢   "5"   (RECOVERED)
    - ➢   "7"   (STOLEN)
    and Property Class is:
    - ➢   "03"   (AUTOMOBILES)
    - ➢   "05"   (BUSES)
    - ➢   "24"   (OTHER MOTOR VEHICLES)
    - ➢   "28"   (RECREATIONAL VEHICLES)
    - ➢   "37"   (TRUCKS)
- Required when offense code is:
    - ➢   2400-2 Motor Vehicle as Stolen Property
    and Property Loss Type is:
    - ➢   "5"   (RECOVERED)
    and Property Class is:
    - ➢   "03"   (AUTOMOBILES)
    - ➢   "05"   (BUSES)
    - ➢   "24"   (OTHER MOTOR VEHICLES)
    - ➢   "28"   (RECREATIONAL VEHICLES)
    - ➢   "37"   (TRUCKS)

EXAMPLES:

Five automobiles were stolen from a car dealer on June 1, 2006. To report the vehicles singly by item number, "01" would be entered in this data element and "7" (STOLEN) in Property Loss Type. Three of these vehicles were recovered on July 1, 2006. "01" would be entered in this data element and "5" (RECOVERED) in Property Loss Type. If the automobiles are grouped together, to report the stolen, "05" would be entered in this data element and "7" (STOLEN) in Property Loss Type. The recovery would be reported as "03" in this data element and "5" (RECOVERED) in Property Loss Type.

A motor home was stolen from a residence and recovered three (3) hours later. No damage had been done to the motor home so the value did not decrease. "01" would be entered in this data element and "1" (STOLEN AND RECOVERED) could be entered in Property Loss Type.

DATA ELEMENT #58:   Suspected Drug Type

DATABASE NAME: DRUG-TYPE

DATA FORMAT: Two (2) characters – Numeric

CODING STRUCTURE: Enter the two (2) digit code to identify the types of drugs or narcotics that were seized in a drug offense.

    01 = "Crack " Cocaine
    02 = Cocaine (all forms except "Crack")
    03 = Hashish
    04 = Heroin
    05 = Marijuana
    06 = Morphine
    07 = Opium
    08 = Other Narcotics: Codeine, Demerol, Dihydromorphinone or Dilaudid, Hydrocodone or Percodan, Methadone, etc.
    09 = LSD
    10 = PCP
    11 = Other Hallucinogens: BMDA or "White Acid," DMT, MDA, MDMA, Mescaline or Peyote, Psilocybin, STP, etc.
    12 = Amphetamines
    13 = Other Stimulants: Adipex, Fastine, and Ionamin (derivatives of Phentermine), Benzedrine, Didrex, Methylphenidate or Ritalin, Phenmetrazine or Preludin, Tenuate, etc.
    14 = Barbiturates
    15 = Other Depressants: Glutethimide or Doriden, Methqualone or Quaalude, Pentazocine or Talwin, etc.
    16 = Other Drugs: Antidepressants (Elavil, Triavil, Tofranil, etc.), Aromatic Hydrocarbons, Propoxyphene or Darvon, Tranquilizers (Chlordiazepoxide or Librium, Diazepam or Valium, etc.)
    17 = Methamphetamines
    18 = GHB (Date Rape Drug)
    77 = Over three (3) drug types
    99 = Unknown

NOTE:
    This data element is used only if one of the offenses in the incident is 3500-1 Violation of Control Substance Act, "6" (SEIZED) or "0" (NONE) is entered in Property Type Loss, and "10" (DRUGS/NARCOTICS) is entered in Property Class.

    This data element is not used when drugs or narcotics were stolen, burned, etc., in connection with other offenses, such as Arson, Burglary and Larceny.

    Drug property should be grouped together as much as possible by Suspected Drug Type and Type Drug Measurement.

NOTE (continued):

The state program will accept more than three (3) drug property items. However, only three drug records will be forwarded to the FBI grouped by Suspected Drug Type and Type Drug Measurement. If more than three records are a result of this grouping, the third FBI record will be coded as "77" (OVER THREE (3) DRUG TYPES) in the Suspected Drug Type. Agencies have the option of grouping their drug information in this way prior to submitting the data to the state program. Agencies opting to group the drug information should enter the two most important drugs first (taking into account the quantity, value, and deadliness of the drugs/narcotics) and combining any remaining drugs (if any) as "77" (OVER THREE (3) DRUG TYPES).

EDITS:
- Must be blank or valid code.
- Required when Offense File Class is 3500-1 (VCSA)
     and Property Loss Type is "6" (SEIZED) or "0" (NONE)
     and Property Class is "10" (DRUGS/NARCOTICS).
- If "77" (OVER 3 DRUG TYPES) is entered, two other drug types must also be entered.
- If other than "77" (OVER 3 DRUG TYPES) is entered, then Estimated Drug Quantity and Type Drug Measurement must be completed.
- If "77" (OVER 3 DRUG TYPES) is entered, then Estimated Drug Quantity and Type Drug Measurement must be blank.
- If more than one code is entered, the same code cannot be entered within the same Type Drug Measurement (Weight, Capacity, Units).
  Example: Cocaine cannot be reported in grams and pounds (same weight category), but could be reported in grams and liters (weights and capacity categories).
- Only one property record can exist with Drug Type 99 (UNKNOWN).

EXAMPLES:
In a drug case, the following drugs were seized: (1) 1.5 kilograms of crack; (2) 2.125 pounds of Marijuana; (3) 2.0 liquid ounces of Morphine, and (4) 500 Valium capsules. Item (1), crack is entered as "01"; Item (2), Marijuana as "05"; Item (3), Morphine as "06"; and Item (4), Valium as "16."

If an agency grouped their drug information, this example is: the 1.5 kilogram of crack would be entered as Item (1), code "01"; the 2.0 liquid ounces of Morphine as Item (2), code "06"; and the Marijuana and Valium combined as item (3), code "77."

DATA ELEMENT #59:   Estimated Drug Quantity

DATABASE NAME: DRUG-QTY

DATA FORMAT: 12 Characters – Numeric 999999999999 (3 decimal)

CODING STRUCTURE: Enter up to 12 characters to indicate the quantity of drugs or narcotics
                               seized in a drug offense.

NOTE:
   This data element is used only if one of the offenses in the incident is 3500-1 Violation of
   Control Substance Act, "6" (SEIZED) is entered in Property Type Loss and "10"
   (DRUGS/NARCOTICS) is entered in Property Class.

   This data element is divided into two separate fields. The first nine digits indicate the whole
   number of estimated drug quantity and is right-justified. The last three digits indicate the
   fraction of estimated drug quantity represented in thousandths and is left-justified (Ex: ½
   ounce = 500, ¼ gram = 250).

   This data element is <u>not</u> used when drugs or narcotics were stolen, burned, etc., in
   connection with other offenses, such as Arson, Burglary and Larceny.

EDITS:
   - Must be blank or valid number.
   - <u>Required</u> when offense file class is 3500-1 (VCSA)
        <u>and</u> Property Loss Type is "6" (SEIZED)
        <u>and</u> Property Class is "10" (DRUGS/NARCOTICS).
   - Not required if Suspected Drug Type is "77" (OVER THREE DRUG TYPES).
   - If completed, then Suspected Drug Type and Type Drug Measurement must be
     entered.
   - Must be "1000" (NONE) if Type Drug Measurement is "XX" (NOT REPORTED).

EXAMPLE:
   In a drug case, the following drugs were seized: (1) 1.5. kilograms of crack; (2) 2.125
   pounds of Marijuana; (3) 2.0 liquid ounces of Morphine; and (4) 500 Valium capsules.
   "1500" should be entered for Item (1), crack; "2125" for Item (2), Marijuana; "2000" for Item
   (3), Morphine; and "500000" for Item (4), Valium.

DATA ELEMENT #60:   Type Drug Measurement

DATABASE NAME: UOM

DATA FORMAT: Two (2) characters – Alpha/Numeric

CODING STRUCTURE: Enter the two (2) digit code to indicate the type of measurement used in quantifying drugs or narcotics seized in a drug offense.

Weight
GM = Gram
KG = Kilogram
OZ = Ounce
LB = Pound

Capacity
ML = Milliliter
LT = Liter
FO = Fluid Ounce
GL = Gallon

Units
DU = Dosage Units/Items (number of pills, tablets, capsules, etc.)
NP = Number of Plants
XX = Not Reported

NOTE:

This data element is used only if one of the offenses in the incident is 3500-1 Violation of Control Substance Act, "6" (SEIZED) is entered in Property Type Loss and "10" (DRUGS/NARCOTICS) is entered in Property Class.

This data element is not used when drugs or narcotics were stolen, burned, etc., in connection with other offenses, such as Arson, Burglary and Larceny.

"XX" (NOT REPORTED) is an interim code which can be entered until agencies receive quantity and measurement from a forensic laboratory. This code must be replaced later with a specific measurement code. When this code is used, Estimated Drug Quantity must be "1" to indicate "NONE."

Drug information should be grouped together as much as possible by Suspected Drug Type and Type Drug Measurement.

EDITS:
- Must be blank or valid code.
- Required when Offense File class is 3500-1 (VCSA)
        and Property Loss Type is "6' (SEIZED)
        and Property Class is "10" (DRUGS/NARCOTICS).
- Not required if Suspected Drug Type is "77" (OVER THREE (3) DRUG TYPES).

EDITS (continued):

- "NP" can only be used as measurement if Suspected Drug Type is:
  "05" (MARIJUANA)
  "07" (OPIUM)
  "11" (OTHER HALLUCINOGENS)
- If completed, then Suspected Drug Type and Estimated Drug Quantity must be completed.
- If "XX" (NOT REPORTED), Estimated Drug Quantity must be "1" (NONE).
- If more than one drug property item is entered, the same Suspected Drug Type code cannot be entered with the same Type Drug Measurement (weight, capacity, units). **Example: Cocaine cannot be reported in grams and pounds (same weight category), but could be reported in grams and liters (weight and capacity categories).**

EXAMPLES:

In a drug case, the following drugs were seized: (1) 1.5. kilograms of crack, (2) 2.125 pounds of Marijuana, (3) 2.0 liquid ounces of Morphine, and (4) 500 Valium capsules. "KG" (KILOGRAM) should be entered for Item (1), crack; "LB" (POUND) for Item (2), Marijuana; "OZ" (OUNCE) for Item (3), Morphine; and "DU" (DOSAGE UNITS/ITEMS) for Item (4), Valium.

In a drug case, a large quantity of crack, cocaine and marijuana was seized. The officer being unsure of the quantity of each drug entered "XX" (NOT REPORTED) in this field and waited until the reports were received from the forensic laboratory. At that time, the officer submitted a report to delete the NOT REPORTED item and enter the correct information.

DATA ELEMENT #61:   Incident Complete Indicator

DATABASE NAME: COMPLETE

DATA FORMAT: One (1) character – Alpha/Numeric

CODING STRUCTURE: Enter YES or NO to indicate if supplemental data is immediately being submitted for this incident using the supplemental transaction screens/formats Incident (MICR.1), Offender (MICR.3), Victim (MICR.5), Arrest (MICR.7), and/or Property (MICR.9).

        Y =   Incident is complete, no further data to immediately follow.

        N =   Incident is not complete, supplemental data to immediately follow.

NOTE:

The incident must be flagged as completed before final cross field edits are performed and the incident is forwarded to the FBI.

By entering YES in this data element, you are indicating that the information for the incident is complete, no supplemental transaction screens/formats will be transmitted immediately for this incident, and final cross field edits can be performed.

By entering NO in this data element, you are indicating that the information for the incident is not complete and supplemental transaction screens/formats will be transmitted immediately for this incident prior to final cross field edits being completed.

The incident must indicate complete before record is sent to FBI and statistics are utilized in annual report/releases.

EDITS:
- Must be valid code "Y" or "N."
- Required for all transaction screens/formats with Action of "O" (ORIGINAL), "A" (ADD), "M" (MODIFY), "R" (REPLACE), "D" (DELETE) or "W" (WINDOW UPDATE).

EXAMPLES:

The incident to be entered only contained one offense, one victim, and one offender. Since all information could be entered on the original incident using Incident (MICR.1) transaction screen/format, this data element should indicate "Y" (YES) as the incident information is complete.

The incident to be entered contained one offense, two victims, two offenders, and ten property items. The original incident is required to be entered first. This data element should be "N" (NO) on the original and all supplemental transaction screens/formats (except the final record) to indicate more information will be entered for this incident. The final supplemental transaction screen/format will have "Y" (YES) in this data element to indicate the incident is complete and all cross field edits can be applied.

MICHIGAN INCIDENT CRIME REPORTING
(MICR)

SECTION IV

OFFENSE FILE CLASS EDITS

0100-0   SOVEREIGNTY
If Victim Type, data element #28, is entered:
must be (G) GOVERNMENT, (I) INDIVIDUAL or (P) POLICE OFFICER.

0200-0   MILITARY
If Victim Type, data element #28, is entered:
must be (G) GOVERNMENT, (I) INDIVIDUAL or (P) POLICE OFFICER.

0300-0   IMMIGRATION
If Victim Type, data element #28, is entered:
must be (G) GOVERNMENT, (I) INDIVIDUAL or (P) POLICE OFFICER.

0900-1   MURDER/NONNEGLIGENT MANSLAUGHTER
Enter - Suspected Bias Motivation, data element #18
Weapon Type, data element #19
Activity Type, data element #20
Offender Number, data element #22
Victim Number, data element #26
Victim Type, data element #28
Victim Injury, data element #34
Victim Circumstance, data element #35
Offender Related Number, data element #37
Offense Attempted/Completed, data element #16
must be (C) COMPLETED.
Weapon Type, data element #19
cannot be (00) NONE.
Victim Type, data element #28
must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim Injury, data element #34
must be (F) FATAL.
Victim Circumstance, data element #35
must be "01" through "10."
If any code but "00" in Offender Related Number, data
element #37:
Enter – Victim to Offender Relationship, data element #38.

0900-2   NEGLIGENT HOMICIDE/MANSLAUGHTER
Enter – Suspected Bias Motivation, data element #18
Weapon Type, data element #19
Activity Type, data element #20
Offender Number, data element #22
Victim Number, data element #26
Victim Type, data element #28
Victim Injury, data element #34
Victim Circumstance, data element #35
Offender Related Number, data element #37
Offense Attempted/Completed, data element #16
must be (C) COMPLETED.
Weapon Type, data element #19
cannot be (00) NONE.

0900-2   NEGLIGENT HOMICIDE/MANSLAUGHTER (continued)
Victim Type, data element #28
     must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim Injury, data element #34
     must be (F) FATAL.
Victim Circumstance, data element #35
     must be "30" through "34."
If any code but "00" in Offender Related Number, data
     element #37:
     Enter – Victim to Offender Relationship, data element #38.

0900-3   NEGLIGENT HOMICIDE – VEHICLE/BOAT/SNOWMOBILE
Enter - Offender Number, data element #22
                Victim Number, data element #26
                Victim Type, data element #28
                Victim Injury, data element #34
                Offender Related Number, data element #37
Offense Attempted/Completed, data element #16
     must be (C) COMPLETED.
Victim Type, data element #28
     must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim Injury, data element #34
     must be (F) FATAL.
If any code but "00" in Offender Related Number, data
     element #37:
     Enter – Victim to Offender Relationship, data element #38.

0900-4   JUSTIFIABLE HOMICIDE
Enter - Suspected Bias Motivation, data element #18
                Weapon Type, data element #19
                Offender Number, data element #22
                Victim Number, data element #26
                Victim Type, data element #28
                Victim Injury, data element #34
                Justifiable Homicide Circumstance, data element #36.
                Offender Related Number, data element #37.
                Victim to Offender Relationship, data element #38
If (W) WINDOW UPDATE in Action, data element #1:
     this offense file class cannot be entered.
Exceptional Clearance, data element #11
     must be blank.
Offense Attempted/Completed data element #16
     must be (C) COMPLETED.
Weapon Type, data element #19
     cannot be (00) NONE.
Offender Number, data element #22
     cannot be (00) UNKNOWN.
Victim Type, data element #28
     must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim Injury, data element #34
     must be (F) FATAL.

0900-4   JUSTIFIABLE HOMICIDE (continued)
          Victim Circumstance, data element #35
               must be (20) CRIMINAL KILLED BY PRIVATE CITIZEN or
                    (21) CRIMINAL KILLED BY POLICE OFFICER.
          Can be the only offense submitted in an incident.
          Arrest records cannot be submitted.
          Offender Age, Sex, and Race must be known.

1000-1   KIDNAPPING/ABDUCTION
          Enter - Suspected Bias Motivation, data element #18
                    Weapon Type, data element #19
                    Activity Type, data element #20
                    Offender Number, data element #22
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Victim Injury, data element #34
                    Offender Related Number, data element #37
                    Item number, data element #52
                    Property Loss Type, data element #53
          Victim Type, data element #28
               must be (I) INDIVIDUAL or (P) POLICE OFFICER.
          If any code but "00" in Offender Related Number, data
               element #37:
               Enter – Victim to Offender Relationship, data element #38.
          If offense is attempted:
               Item Number, data element #52
                    must be 000.
               Property Loss Type, data element #53
                    must be (0) NONE, (9) UNKNOWN.
          If offense is completed:
               Property Loss Type, data element #53
                    must be (0) NONE, (1) STOLEN AND RECOVERED,
                    (5) RECOVERED, (7) STOLEN, or (9) UNKNOWN.
               If Property Loss Type is (0) NONE or (9) UNKNOWN;
                    Item Number, data element #52,
                        must be 000.
               If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter - Property Class, data element #54
                              Property Value, data element #55
                              Date Recovered, data element #56
               If Property Loss Type is (7) STOLEN:
                    Enter - Property Class, data element #54
                              Property Value, data element #55

1000-2   PARENTAL KIDNAPPING
          Enter - Suspected Bias Motivation, data element #18
                    Weapon Type, data element #19
                    Activity Type, data element #20
                    Offender Number, data element #22
                    Victim Number, data element #26

1000-2   PARENTAL KIDNAPPING (continued)
                    Victim Type, data element #28
                    Victim Injury, data element #34
                    Offender Related Number, data element #37
                    Item number, data element #52
                    Property Loss Type, data element #53
          Victim Type, data element #28
              must be (I) INDIVIDUAL.
          Victim Age, data element #29
              must be less than 18.
          If any code but "00" in Offender Related Number, data
              element #37:
              Enter - Victim to Offender Relationship, data element #38.
          If offense is attempted:
              Item Number, data element #52
                    must be 000.
              Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
          If offense is completed:
              Property Loss Type, data element #53
                    must be (0) NONE, (1) STOLEN AND RECOVERED,
                    (5) RECOVERED, (7) STOLEN, or (9) UNKNOWN.
              If Property Loss Type is (0) NONE or (9) UNKNOWN:
                    Item number, data element #52,
                        must be 000.
              If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter - Property Class, data element #54
                                Property Value, data element #55
                                Date Recovered, data element #56
              If Property Loss Type is (7) STOLEN:
                    Enter - Property Class, data element #54
                                Property Value, data element #55

1100-1   SEXUAL PENETRATION PENIS/VAGINA – CSC 1ST DEGREE
          Enter - Suspected Bias Motivation, data element #18
                    Weapon Type, data element #19
                    Activity Type, data element #20
                    Offender Number, data element #22
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Victim Injury, data element #34
                    Offender Related Number, data element #37
          Victim Type, data element #28
              must be (I) INDIVIDUAL or (P) POLICE OFFICER.
          Victim Sex, data element #31
              must be (M) MALE or (F) FEMALE.
          If any code but "00" in Offender Related Number, data
              element #37:
              Enter - Victim to Offender Relationship, data element #38.
          Victim and at least one of the offenders must be of the opposite sex.

1100-2   SEXUAL PENETRATION PENIS/VAGINA – CSC 3RD DEGREE
Enter - Suspected Bias Motivation, data element #18
            Weapon Type, data element #19
            Activity Type, data element #20
            Offender Number, data element #22
            Victim Number, data element #26
            Victim Type, data element #28
            Victim Injury, data element #34
            Offender Related Number, data element #37
Victim Type, data element #28
    must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim Sex, data element #31
    must be (M) MALE or (F) FEMALE.
If any code but "00" in Offender Related Number, data
    element #37:
    Enter - Victim to Offender Relationship, data element #38.
Victim and at least one of the offenders must be of the opposite sex.

1100-3   SEXUAL PENETRATION ORAL/ANAL – CSC 1ST DEGREE
Enter - Suspected Bias Motivation, data element #18
            Weapon Type, data element #19
            Activity Type, data element #20
            Offender Number, data element #22
            Victim Number, data element #26
            Victim Type, data element #28
            Victim Injury, data element #34
            Offender Related Number, data element #37
Victim Type, data element #28
    must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
    element #37:
    Enter – Victim to Offender Relationship, data element #38.

1100-4   SEXUAL PENETRATION ORAL/ANAL – CSC 3RD DEGREE
Enter - Suspected Bias Motivation, data element #18
            Weapon Type, data element #19
            Activity Type, data element #20
            Offender Number, data element #22
            Victim Number, data element #26
            Victim Type, data element #28
            Victim Injury, data element #34
            Offender Related Number, data element #37
Victim Type, data element #28
    must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
    element #37:
    Enter – Victim to Offender Relationship, data element #38.

1100-5   SEXUAL PENETRATION OBJECT – CSC 1ST DEGREE
Enter - Suspected Bias Motivation, data element #18
            Weapon Type, data element #19

1100-5   SEXUAL PENETRATION OBJECT – CSC 1ST DEGREE (continued)
         Activity Type, data element #20
         Offender Number, data element #22
         Victim Number, data element #26
         Victim Type, data element #28
         Victim Injury, data element #34
         Offender Related Number, data element #37
Victim Type, data element #28
   must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
   element #37:
   Enter – Victim to Offender Relationship, data element #38.

1100-6   SEXUAL PENETRATION OBJECT – CSC 3RD DEGREE
Enter - Suspected Bias Motivation, data element #18
         Weapon Type, data element #19
         Activity Type, data element #20
         Offender Number, data element #22
         Victim Number, data element #26
         Victim Type, data element #28
         Victim Injury, data element #34
         Offender Related Number, data element #37
Victim Type, data element #28
   must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
   element #37:
   Enter – Victim to Offender Relationship, data element #38.

1100-7   SEXUAL CONTACT FORCIBLE – CSC 2ND DEGREE
Enter - Suspected Bias Motivation, data element #18
         Weapon Type, data element #19
         Activity Type, data element #20
         Offender Number, data element #22
         Victim Number, data element #26
         Victim Type, data element #28
         Victim Injury, data element #34
         Offender Related Number, data element #37
Victim Type, data element #28
   must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
   element #37:
   Enter – Victim to Offender Relationship, data element #38.

1100-8   SEXUAL CONTACT FORCIBLE – CSC 4TH DEGREE
Enter - Suspected Bias Motivation, data element #18
         Weapon Type, data element #19
         Activity Type, data element #20
         Offender Number, data element #22
         Victim Number, data element #26
         Victim Type, data element #28
         Victim Injury, data element #34

1100-8   SEXUAL CONTACT FORCIBLE – CSC 4TH DEGREE (continued)

Offender Related Number, data element #37
Victim Type, data element #28
must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
   element #37:
   Enter – Victim to Offender Relationship, data element #38.

1200-0   ROBBERY

Enter - Suspected Bias Motivation, data element #18
           Weapon Type, data element #19
           Activity Type, data element #20
           Offender Number, data element #22
           Victim Number, data element #26
           Victim Type, data element #28
           Item Number, data element #52
Victim Type, data element #28
   cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
   Item Number, data element #52
           must be 000.
   Property Loss Type, data element #53
           must be (0) NONE or (9) UNKNOWN.
If offense is completed:
   Property Loss Type, data element #53
           must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
           (7) STOLEN.
   If Property Loss Type is (1) STOLEN AND RECOVERED or
           (5) RECOVERED:
           Enter - Property Class, data element #54
                     Property Value, data element #55
                     Date Recovered, data element #56
   If Property Loss Type is (7) STOLEN:
           Enter - Property Class, data element #54
                     Property Value, data element #55
   If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
           Enter - Victim Injury, data element #34
                     Offender Related Number, data element #37.
   If any code but "00" in Offender Related Number,
           data element #37:
           Enter – Victim to Offender Relationship, data element #38.

1300-1   NONAGGRAVATED ASSAULT

Enter - Suspected Bias Motivation, data element #18
           Weapon Type, data element #19
           Activity Type, data element #20
           Offender Number, data element #22
           Victim Number, data element #26
           Victim Type, data element #28
           Victim Injury, data element #34
           Offender Related Number, data element #37

1300-1   NONAGGRAVATED ASSAULT (continued)
Offense Attempted/Completed, data element #16
        must be (C) COMPLETED.
Weapon Type, data element #19
    can only be (00) NONE, (40) PERSONAL WEAPONS,
    (88) OTHER, or (99) UNKNOWN.
Victim Type, data element #28
    must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim cannot have major injuries.
If any code but "00" in Offender Related Number, data
    element #37:
    Enter - Victim to Offender Relationship, data element #38.

1300-2   AGGRAVATED/FELONIOUS ASSAULT
Enter - Suspected Bias Motivation, data element #18
            Weapon Type, data element #19
            Activity Type, data element #20
            Offender Number, data element #22
            Victim Number, data element #26
            Victim Type, data element #28
            Victim Injury, data element #34
            Victim Circumstance, data element #35
            Offender Related Number, data element #37
Offense Attempted/Completed, data element #16
    must be (C) COMPLETED.
Victim Type, data element #28
    must be (I) INDIVIDUAL or (P) POLICE OFFICER.
Victim Circumstance, data element #35
    can only be "01" through "06" and "08" through "10."
If any code but "00" in Offender Related Number, data
    element #37:
    Enter - Victim to Offender Relationship, data element #38.

1300-3   INTIMIDATION/STALKING
Enter - Suspected Bias Motivation, data element #18
            Weapon Type, data element #19
            Activity Type, data element #20
            Offender Number, data element #22
            Victim Number, data element #26
            Victim Type, data element #28
            Offender Related Number, data element #37
Offense Attempted/Completed, data element #16
    must be (C) COMPLETED.
Victim Type, data element #28
    must be (I) INDIVIDUAL or (P) POLICE OFFICER.
If any code but "00" in Offender Related Number, data
    element #37:
    Enter – Victim to Offender Relationship, data element #38

1400-0   ABORTION

If Victim Type, data element #28, is entered:
  must be (I) INDIVIDUAL, (P) POLICE OFFICER, or
  (S) SOCIETY/PUBLIC.

2000-0   ARSON

Enter - Suspected Bias Motivation, data element #18
  Offender Number, data element #22
  Victim Number, data element #26
  Victim Type, data element #28
  Item Number, data element #52
  Property Loss Type, data element #53
Victim Type, data element #28
  cannot be (S) SOCIETY/PUBLIC.
If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
  Enter – Offender Related Number, data element #37.
  If any code but "00" in Offender Related Number,
    data element #37:
    Enter – Victim to Offender Relationship, data element #38.
If offense is attempted:
  Item Number, data element #52
    must be 000.
  Property Loss Type, data element #53
    must be (0) NONE or (9) UNKNOWN.
If offense is completed:
  Property Loss Type, data element #53
    must be (2) BURNED.
  Enter - Property Class, data element #54
    Property Value, data element #55

2100-0   EXTORTION

Enter - Suspected Bias Motivation, data element #18
  Weapon Type, data element #19
  Offender Number, data element #22
  Victim Number, data element #26
  Victim Type, data element #28
  Item Number, data element #52
  Property Loss Type, data element #53
Victim Type, data element #28
  cannot be (S) SOCIETY/PUBLIC.
If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
  Enter – Victim Injury, data element #34
If offense is attempted:
  Item Number, data element #52
    must be 000.
  Property Loss Type, data element #53
    must be (0) NONE or (9) UNKNOWN.
If offense is completed:
  Property Loss Type, data element #53
    must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
    or (7) STOLEN.

2100-0   EXTORTION (continued)
>   If Property Loss Type is (1) STOLEN AND RECOVERED, or
>   (5) RECOVERED:
>   Enter - Property Class, data element #54
>   Property Value, data element #55
>   Date Recovered, data element #56
>   If Property Loss Type is (7) STOLEN:
>   Enter - Property Class, data element #54
>   Property Value, data element #55

2200-1   BURGLARY – FORCED ENTRY
>   Enter - Suspected Bias Motivation, data element #18
>   Offender Number, data element #22
>   Victim Number, data element #26
>   Victim Type, data element #28
>   Item Number, data element #52
>   Property Loss Type, data element #53
>   If Location Type is (14) HOTEL/MOTEL or (19) RENTAL STORAGE:
>   Enter - Premises Entered, data element #21.
>   Victim Type, data element #28
>   cannot be (S) SOCIETY/PUBLIC.
>   If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
>   Enter - Offender Related Number, data element #37.
>   If any code but "00" in Offender Related Number,
>   data element #37:
>   Enter - Victim to Offender Relationship, data element #38.
>   If offense is attempted:
>   Item Number, data element #52
>   must be 000.
>   Property Loss Type, data element #53
>   must be (0) NONE or (9) UNKNOWN
>   If offense is completed:
>   Property Loss Type, data element #53
>   must be (0) NONE, (1) STOLEN AND RECOVERED,
>   (5) RECOVERED, (7) STOLEN, or (9) UNKNOWN.
>   If Property Loss Type is (0) NONE or (9) UNKNOWN:
>   Item Number, data element #52,
>   must be 000.
>   If Property Loss Type is (1) STOLEN AND RECOVERED or
>   (5) RECOVERED:
>   Enter - Property Class, data element #54
>   Property Value, data element #55
>   Date Recovered, data element #56
>   If Property Loss Type is (7) STOLEN:
>   Enter - Property Class, data element #54
>   Property Value, data element #55
>   Property Class must be 01-28, 36-39, 77 or 88.

2200-2   BURGLARY – ENTRY WITHOUT FORCE (Intent to Commit)
Enter - Suspected Bias Motivation, data element #18
                Offender Number, data element #22
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
If Location Type is (14) HOTEL/MOTEL or (19) RENTAL STORAGE:
     Enter - Premises Entered, data element #21.
Victim Type, data element #28
     cannot be (S) SOCIETY/PUBLIC.
If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
     Enter - Offender Related Number, data element #37.
     If any code but "00" in Offender Related Number,
                data element #37:
     Enter - Victim to Offender Relationship, data element #38.
If offense is attempted:
     Item Number, data element #52
                must be 000.
     Property Loss Type, data element #53
                must be (0) NONE or (9) UNKNOWN.
If offense is completed:
     Property Loss Type, data element #53
                must be (0) NONE, (1) STOLEN AND RECOVERED,
                (5) RECOVERED, (7) STOLEN, or (9) UNKNOWN.
     If Property Loss Type is (0) NONE or (9) UNKNOWN:
                Item Number, data element #52,
                     must be 000.
     If Property Loss Type is (1) STOLEN AND RECOVERED or
                (5) RECOVERED:
                Enter - Property Class, data element #54
                               Property Value, data element #55
                               Date Recovered, data element #56
     If Property Loss Type is (7) STOLEN:
                Enter - Property Class, data element #54
                               Property Value, data element #55
     Property Class must be 01-28, 36-39, 77 or 88.

2200-3   BURGLARY – ENTRY WITHOUT AUTHORITY, WITH OR WITHOUT FORCE
If Victim Type, data element #28, is entered:
     cannot be (S) SOCIETY/PUBLIC.

2200-4   POSSESSION OF BURGLARY TOOLS
If Victim Type, data element #28, is entered:
     cannot be (S) SOCIETY/PUBLIC.

2300-1   LARCENY – POCKETPICKING
Enter - Suspected Bias Motivation, data element #18
                Offender Number, data element #22
                Victim Number, data element #26
                Victim Type, data element #28

2300-1   LARCENY – POCKETPICKING (continued)
                           Item number, data element #52
                           Property Loss Type, data element #53
                 Victim Type, data element #28
                     cannot be (S) SOCIETY/PUBLIC.
                 If offense is attempted:
                     Item Number, data element #52
                           must be 000.
                     Property Loss Type, data element #53
                           must be (0) NONE or (9) UNKNOWN.
                 If offense is completed:
                     Property Loss Type, data element #53
                           must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                           or (7) STOLEN.
                     If Property Loss Type is (1) STOLEN AND RECOVERED or
                           (5) RECOVERED:
                           Enter -   Property Class, data element #54
                                       Property Value, data element #55
                                       Date Recovered, data element #56
                     If Property Loss Type is (7) STOLEN:
                           Enter –   Property Class, data element #54
                                       Property Value, data element #55
                     Property class must be:
                           02, 06-11, 13, 14, 17, 19-23, 25-27, 36, 38, 77 or 88

2300-2   LARCENY – PURSESNATCHING
                 Enter - Suspected Bias Motivation, data element #18
                           Offender Number, data element #22
                           Victim Number, data element #26
                           Victim Type, data element #28
                           Item number, data element #52
                           Property Loss Type, data element #53
                 Victim Type, data element #28
                     cannot be (S) SOCIETY/PUBLIC.
                 If offense is attempted:
                     Item Number, data element #52
                           must be 000.
                     Property Loss Type, data element #53
                           must be (0) NONE or (9) UNKNOWN.
                 If offense is completed:
                     Property Loss Type, data element #53
                           must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                           or (7) STOLEN.
                     If Property Loss Type is (1) STOLEN AND RECOVERED or
                           (5) RECOVERED:
                           Enter - Property Class, data element #54
                                       Property Value, data element #55
                                       Date Recovered, data element #56
                     If Property Loss Type is (7) STOLEN:
                           Enter –   Property Class, data element #54
                                       Property Value, data element #55

2300-2   LARCENY – PURSESNATCHING (continued)
Property class must be:
  02, 06-11, 13, 14, 17, 19-23, 25-27, 36, 38, 77 or 88

2300-3   LARCENY – THEFT FROM BUILDING
Enter - Suspected Bias Motivation, data element #18
  Offender Number, data element #22
  Victim Number, data element #26
  Victim Type, data element #28
  Item number, data element #52
  Property Loss Type, data element #53
Victim Type, data element #28
 cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
 Item Number, data element #52
  must be 000.
 Property Loss Type, data element #53
  must be (0) NONE or (9) UNKNOWN.
If offense is completed:
 Property Loss Type, data element #53
  must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
  or (7) STOLEN.
 If Property Loss Type is (1) STOLEN AND RECOVERED or
  (5) RECOVERED:
  Enter - Property Class, data element #54
   Property Value, data element #55
   Date Recovered, data element #56
 If Property Loss Type is (7) STOLEN:
  Enter – Property Class, data element #54
   Property Value, data element #55
 Property Class must be:
  01, 02, 04, 06-23, 25-27, 36, 38, 77 or 88.

2300-4   LARCENY – THEFT FROM COIN-OPERATED MACHINE
Enter - Suspected Bias Motivation, data element #18
  Offender Number, data element #22
  Victim Number, data element #26
  Victim Type, data element #28
  Item number, data element #52
  Property Loss Type, data element #53
Victim Type, data element #28
 cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
 Item Number, data element #52
  must be 000.
 Property Loss Type, data element #53
  must be (0) NONE or (9) UNKNOWN.
If offense is completed:
 Property Loss Type, data element #53
  must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
  or (7) STOLEN.

2300-4   LARCENY – THEFT FROM COIN-OPERATED MACHINE (continued)
If Property Loss Type is (1) STOLEN AND RECOVERED or
(5) RECOVERED:
Enter - Property Class, data element #54
Property Value, data element #55
Date Recovered, data element #56
If Property Loss Type is (7) STOLEN:
Enter – Property Class, data element #54
Property Value, data element #55
Property Class must be:
01, 02, 04, 06-23, 25-27, 36, 38, 77 or 88.

2300-5   LARCENY – THEFT FROM MOTOR VEHICLE
Enter - Suspected Bias Motivation, data element #18
Offender Number, data element #22
Victim Number, data element #26
Victim Type, data element #28
Item number, data element #52
Property Loss Type, data element #53
Victim Type, data element #28
cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
Item Number, data element #52
must be 000.
Property Loss Type, data element #53
must be (0) NONE or (9) UNKNOWN.
If offense is completed:
Property Loss Type, data element #53
must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
or (7) STOLEN.
If Property Loss Type is (1) STOLEN AND RECOVERED or
(5) RECOVERED:
Enter - Property Class, data element #54
Property Value, data element #55
Date Recovered, data element #56
If Property Loss Type is (7) STOLEN:
Enter – Property Class, data element #54
Property Value, data element #55
Property Class must be:
01, 02, 04, 06-23, 25-27, 36, 38, 77 or 88.

2300-6   LARCENY – THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES
Enter - Suspected Bias Motivation, data element #18
Offender Number, data element #22
Victim Number, data element #26
Victim Type, data element #28
Item number, data element #52
Property Loss Type, data element #53
Victim Type, data element #28
cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:

2300-6   LARCENY – THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES (continued)
          Item Number, data element #52
                    must be 000.
          Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
     If offense is completed:
          Property Loss Type, data element #53
                    must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                    or (7) STOLEN.
          Property Class, data element #54
                    must be (38) VEHICLE PARTS/ACCESSORIES or (88) OTHER.
          If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter -   Property Value, data element #55
                                    Date Recovered, data element #56
          If Property Loss Type is (7) STOLEN:
                    Enter –   Property Value, data element #55
          Property Class must be:
                    38 or 88.

2300-7   LARCENY – OTHER
          Enter -   Suspected Bias Motivation, data element #18
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Item number, data element #52
                    Property Loss Type, data element #53
     Victim Type, data element #28
          cannot be (S) SOCIETY/PUBLIC.
     If offense is attempted:
          Item Number, data element #52
                    must be 000.
          Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
     If offense is completed:
          Property Loss Type, data element #53
                    must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                    or (7) STOLEN.
          If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter -   Property Class, data element #54
                                    Property Value, data element #55
                                    Date Recovered, data element #56
          If Property Loss Type is (7) STOLEN:
                    Enter –   Property Class, data element #54
                                    Property Value, data element #55
          Property Class must be:
                    01, 02, 04, 06-23, 25-27, 29-36, 38, 39, 77 or 88.

2400-1   MOTOR VEHICLE THEFT
       Enter - Suspected Bias Motivation, data element #18
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Item number, data element #52
                    Property Loss Type, data element #53
       Victim Type, data element #28
           cannot be (S) SOCIETY/PUBLIC.
       If offense is attempted:
           Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
           Item Number, data element #52
                    must be 000.
       If offense is completed:
           Property Loss Type, data element #53
                    must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                    or (7) STOLEN.
           One item must have Property Class, data element #54
                    of (03) AUTOMOBILES, (05) BUSES, (24) OTHER MOTOR
                    VEHICLES, (28) RECREATIONAL VEHICLES, or (37) TRUCKS.
           If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter - Property Value, data element #55
                                 Date Recovered, data element #56
                    If Property Class, data element #54, is
                        (03) AUTOMOBILES, (05) BUSES, (24) OTHER MOTOR
                        VEHICLES, (28) RECREATIONAL VEHICLES, or (37) TRUCKS:
                    Enter - Number of Recovered Vehicles, data element #57
           If Property Loss Type is (7) STOLEN:
                    Enter - Property Value, data element #55
                    If Property Class, data element #54, is
                        (03) AUTOMOBILES, (05) BUSES, (24) OTHER MOTOR
                        VEHICLES, (28) RECREATIONAL VEHICLES, or
                        (37) TRUCKS:
                        Enter – Number of Stolen Vehicles, data element #57
           Property class must be:
                    01-28, 36-39, 77 or 88.

2400-2   MOTOR VEHICLE AS STOLEN PROPERTY
       Enter - Suspected Bias Motivation, data element #18
                    Activity Type, data element #20
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Item Number, data element #52
                    Property Loss Type, data element #53
       Victim Type, data element #28
           cannot be (S) SOCIETY/PUBLIC.
       If offense is attempted:
           Item Number, data element #52
                    must be 000.
           Property Loss Type, data element #53

2400-2   MOTOR VEHICLE AS STOLEN PROPERTY (continued)
　　　　　　　must be (0) NONE or (9) UNKNOWN.
　　　If offense is completed:
　　　　　Property Loss Type, data element #53
　　　　　　　must be (0) NONE or (5) RECOVERED.
　　　　　If Property Loss Type is (5) RECOVERED:
　　　　　　　Property Class, data element #54
　　　　　　　must be (03) AUTOMOBILES, (05) BUSES, (24) OTHER
　　　　　　　MOTOR VEHICLES, (28) RECREATIONAL VEHICLES, or
　　　　　　　(37) TRUCKS.
　　　　　Enter - Property Value, data element #55
　　　　　　　　Date Recovered, data element #56
　　　　　　　　Number of Recovered Vehicles, data element #57.

2400-3   MOTOR VEHICLE FRAUD
　　　Enter - Suspected Bias Motivation, data element #18
　　　　　　　Victim Number, data element #26
　　　　　　　Victim Type, data element #28
　　　　　　　Item Number, data element #52
　　　　　　　Property Loss Type, data element #53
　　　Victim Type, data element #28
　　　　cannot be (S) SOCIETY/PUBLIC.
　　　If offense is attempted:
　　　　　Item Number, data element #52
　　　　　　　must be 000.
　　　　　Property Loss Type, data element #53
　　　　　　　must be (0) NONE or (9) UNKNOWN.
　　　If offense is completed:
　　　　　Property Loss Type, data element #53
　　　　　　　must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
　　　　　　　or (7) STOLEN.
　　　　　If Property Loss Type is (1) STOLEN AND RECOVERED or
　　　　　　　(5) RECOVERED:
　　　　　　　Enter - Property Class, data element #54
　　　　　　　　　　Property Value, data element #55
　　　　　　　　　　Date Recovered, data element #56
　　　　　If Property Loss Type is (7) STOLEN:
　　　　　　　Enter - Property Class, data element #54
　　　　　　　　　　Property Value, data element #55

2500-0   FORGERY/COUNTERFEITING
　　　Enter - Suspected Bias Motivation, data element #18
　　　　　　　Activity Type, data element #20
　　　　　　　Victim Number, data element #26
　　　　　　　Victim Type, data element #28
　　　　　　　Item Number, data element #52
　　　　　　　Property Loss Type, data element #53
　　　Victim Type, data element #28
　　　　cannot be (S) SOCIETY/PUBLIC.
　　　If offense is attempted:
　　　　　Item Number, data element #52

2500-0   FORGERY/COUNTERFEITING (continued)
     must be 000.
    Property Loss Type, data element #53
     must be (0) NONE or (9) UNKNOWN.
  If offense is completed:
    Property Loss Type, data element #53
     must be (3) COUNTERFEITED/FORGED, (5) RECOVERED,
     or (6) SEIZED.
    If Property Loss Type is (5) RECOVERED:
      Enter – Property Class, data element #54
        Property Value, data element #55
        Date Recovered, data element #56
    If Property Loss Type is (3) COUNTERFEITED/FORGED or
     (6) SEIZED:
      Enter - Property Class, data element #54
        Property Value, data element #55

2600-1   FRAUD – FALSE PRETENSES/SWINDLE/CONFIDENCE GAME
  Enter - Suspected Bias Motivation, data element #18
     Victim Number, data element #26
     Victim Type, data element #28
     Item Number, data element #52
     Property Loss Type, data element #53
  Victim Type, data element #28
    cannot be (S) SOCIETY/PUBLIC.
  If offense is attempted:
    Item Number, data element #52
     must be 000.
    Property Loss Type, data element #53
     must be (0) NONE or (9) UNKNOWN.
  If offense is completed:
    Property Loss Type, data element #53
     must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
     or (7) STOLEN.
    If Property Loss Type is (1) STOLEN AND RECOVERED or
     (5) RECOVERED:
      Enter - Property Class, data element #54
        Property Value, data element #55
        Date Recovered, data element #56
    If Property Loss Type is (7) STOLEN:
      Enter - Property Class, data element #54
        Property Value, data element #55

2600-2   FRAUD – CREDIT CARD/AUTOMATIC TELLER MACHINE
  Enter - Suspected Bias Motivation, data element #18
     Victim Number, data element #26
     Victim Type, data element #28
     Item Number, data element #52
     Property Loss Type, data element #53
  Victim Type, data element #28

2600-2   FRAUD – CREDIT CARD/AUTOMATIC TELLER MACHINE (continued)
      cannot be (S) SOCIETY/PUBLIC.
    If offense is attempted:
        Item Number, data element #52
            must be 000.
        Property Loss Type, data element #53
            must be (0) NONE or (9) UNKNOWN.
    If offense is completed:
        Property Loss Type, data element #53
            must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
            or (7) STOLEN.
        If Property Loss Type is (1) STOLEN AND RECOVERED or
            (5) RECOVERED:
            Enter - Property Class, data element #54
                  Property Value, data element #55
                  Date Recovered, data element #56
        If Property Loss Type is (7) STOLEN:
            Enter - Property Class, data element #54
                  Property Value, data element #55

2600-3   FRAUD – IMPERSONATION
    Enter - Suspected Bias Motivation, data element #18
            Victim Number, data element #26
            Victim Type, data element #28
            Item Number, data element #52
            Property Loss Type, data element #53
    Victim Type, data element #28
        cannot be (S) SOCIETY/PUBLIC.
    If offense is attempted:
        Item Number, data element #52
            must be 000.
         Property Loss Type, data element #53
            must be (0) NONE or (9) UNKNOWN.
    If offense is completed:
         Property Loss Type, data element #53
            must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
            or (7) STOLEN.
         If Property Loss Type is (1) STOLEN AND RECOVERED or
            (5) RECOVERED:
            Enter - Property Class, data element #54
                  Property Value, data element #55
                  Date Recovered, data element #56
        If Property Loss Type is (7) STOLEN:
            Enter - Property Class, data element #54
                  Property Value, data element #55

2600-4   FRAUD – WELFARE FRAUD
    Enter - Suspected Bias Motivation, data element #18
            Victim Number, data element #26
            Victim Type, data element #28
            Item Number, data element #52
            Property Loss Type, data element #53

2600-4   FRAUD – WELFARE FRAUD (continued)
Victim Type, data element #28
   cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
   Item Number, data element #52
      must be 000.
   Property Loss Type, data element #53
      must be (0) NONE or (9) UNKNOWN.
If offense is completed:
   Property Loss Type, data element #53
      must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
      or (7) STOLEN.
   If Property Loss Type is (1) STOLEN AND RECOVERED or
      (5) RECOVERED:
         Enter -   Property Class, data element #54
              Property Value, data element #55
              Date Recovered, data element #56
   If Property Loss Type is (7) STOLEN:
         Enter -   Property Class, data element #54
              Property Value, data element #55

2600-5   FRAUD – WIRE FRAUD
Enter - Suspected Bias Motivation, data element #18
         Victim Number, data element #26
         Victim Type, data element #28
         Item Number, data element #52
         Property Loss Type, data element #53
Victim Type, data element #28
   cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
   Item Number, data element #52
      must be 000.
   Property Loss Type, data element #53
      must be (0) NONE or (9) UNKNOWN.
If offense is completed:
   Property Loss Type, data element #53
      must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
      or (7) STOLEN.
   If Property Loss Type is (1) STOLEN AND RECOVERED or
      (5) RECOVERED:
         Enter -   Property Class, data element #54
               Property Value, data element #55
               Date Recovered, data element #56
   If Property Loss Type is (7) STOLEN:
         Enter -   Property Class, data element #54
              Property Value, data element #55

2600-6   FRAUD – BAD CHECKS

2700-0   EMBEZZLEMENT

Enter - Suspected Bias Motivation, data element #18
                 Victim Number, data element #26
                 Victim Type, data element #28
                 Item Number, data element #52
                 Property Loss Type, data element #53
Victim Type, data element #28
    cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
    Item Number, data element #52
            must be 000.
    Property Loss Type, data element #53
            must be (0) NONE or (9) UNKNOWN.
If offense is completed:
    Property Loss Type, data element #53
            must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
            or (7) STOLEN.
    If Property Loss Type is (1) STOLEN AND RECOVERED or
            (5) RECOVERED:
            Enter - Property Class, data element #54
                      Property Value, data element #55
                      Date Recovered, data element #56
    If Property Loss Type is (7) STOLEN:
            Enter - Property Class, data element #54
                      Property Value, data element #55

2800-0   STOLEN PROPERTY

Enter - Suspected Bias Motivation, data element #18
                 Activity Type, data element #20
                 Victim Number, data element #26
                 Victim Type, data element #28
                 Item Number, data element #52
                 Property Loss Type, data element #53
Victim Type, data element #28
    cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
    Item Number, data element #52
            must be 000.
    Property Loss Type, data element #53
            must be (0) NONE or (9) UNKNOWN.
If offense is completed:
    Property Loss Type, data element #53
            must be (0) NONE or (5) RECOVERED.
    If Property Loss Type is (0) NONE:
            Item Number, data element #52,
                must be 000.
If Property Loss Type is (5) RECOVERED:
    Enter - Property Class, data element #54
              Property Value, data element #55
              Date Recovered, data element #56

2900-0   DAMAGE TO PROPERTY
Enter - Suspected Bias Motivation, data element #18
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
Victim Type, data element #28
      cannot be (S) SOCIETY/PUBLIC.
If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
      Enter - Offender Related Number, data element #37.
      If any code but "00" in Offender Related Number,
                data element #37:
                Enter – Victim to Offender Relationship, data element #38.
If offense is attempted:
      Item Number, data element #52
                must be 000.
      Property Loss Type, data element #53
                must be (0) NONE or (9) UNKNOWN.
If offense is completed:
      Property Loss Type, data element #53
                must be (4) DESTROYED/DAMAGED/VANDALIZED.
      Enter - Property Class, data element #54
                Property Value, data element #55

3000-1   RETAIL FRAUD – MISREPRESENTATION
Enter - Suspected Bias Motivation, data element #18
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
Victim Type, data element #28
      cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
      Item Number, data element #52
                must be 000.
      Property Loss Type, data element #53
                must be (0) NONE or (9) UNKNOWN.
If offense is completed:
      Property Loss Type, data element #53
                must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                or (7) STOLEN.
      If Property Loss Type is (1) STOLEN AND RECOVERED or
                (5) RECOVERED:
                Enter - Property Class, data element #54
                          Property Value, data element #55
                          Date Recovered, data element #56
      If Property Loss Type is (7) STOLEN:
                Enter - Property Class, data element #54
                          Property Value, data element #55

3000-2   RETAIL FRAUD – THEFT
        Enter - Suspected Bias Motivation, data element #18
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
        Victim Type, data element #28
            cannot be (S) SOCIETY/PUBLIC.
        If offense is attempted:
            Item Number, data element #52
                    must be 000.
            Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
        If offense is completed:
            Property Loss Type, data element #53
                    must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                    or (7) STOLEN.
            If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter - Property Class, data element #54
                            Property Value, data element #55
                            Date Recovered, data element #56
            If Property Loss Type is (7) STOLEN:
                    Enter - Property Class, data element #54
                            Property Value, data element #55
            Property Class must be:
                    02, 04, 06-11, 13, 14, 17, 19-23, 25-27, 36, 38, 77 or 88.

3000-3   RETAIL FRAUD – REFUND/EXCHANGE
        Enter - Suspected Bias Motivation, data element #18
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
        Victim Type, data element #28
            cannot be (S) SOCIETY/PUBLIC.
        If offense is attempted:
            Item Number, data element #52
                    must be 000.
            Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
        If offense is completed:
            Property Loss Type, data element #53
                    must be (1) STOLEN AND RECOVERED, (5) RECOVERED,
                    or (7) STOLEN.
            If Property Loss Type is (1) STOLEN AND RECOVERED or
                    (5) RECOVERED:
                    Enter - Property Class, data element #54
                            Property Value, data element #55
                            Date Recovered, data element #56

3000-3   RETAIL FRAUD – REFUND/EXCHANGE (continued)
          If Property Loss Type is (7) STOLEN:
                    Enter - Property Class, data element #54
                              Property Value, data element #55

3500-1   VIOLATION OF CONTROLLED SUBSTANCE ACT
          Enter - Suspected Bias Motivation, data element #18
                    Activity Type, data element #20
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Item Number, data element #52
                    Property Loss Type, data element #53
          Victim Type, data element #28
              must be (I) INDIVIDUAL, (P) POLICE OFFICER
              or (S) SOCIETY/PUBLIC.
          If offense is attempted:
              Item Number, data element #52
                    must be 000.
              Property Loss Type, data element #53
                    must be (0) NONE or (9) UNKNOWN.
              Enter – Suspected Drug Type, data element #58
          If offense is completed:
              Property Loss Type, data element #53
                    must be (0) NONE or (6) SEIZED.
              If Property Loss Type is (0) NONE:
                    Enter - Property Class, data element #54
                              Suspected Drug Type, data element #58.
              If Property Loss Type is (6) SEIZED
                    Enter - Property Class, data element #54 (any code but
                         (11) DRUG/NARCOTIC EQUIPMENT).
                    If Property Description is (10) DRUGS/NARCOTICS:
                         Enter - Suspected Drug Type, data element #58
                                   Estimated Drug Quantity, data element #59
                                   Type Drug Measurement, data element #60
                    If Property Description is any code but
                         (10) DRUGS/NARCOTICS:
                         Enter – Property Value, data element #55

3500-2   NARCOTIC EQUIPMENT VIOLATIONS
          Enter - Suspected Bias Motivation, data element #18
                    Activity Type, data element #20
                    Victim Number, data element #26
                    Victim Type, data element #28
                    Item Number, data element #52
                    Property Loss Type, data element #53
          Victim Type, data element #28
              must be (I) INDIVIDUAL, (P) POLICE OFFICER
              or (S) SOCIETY/PUBLIC.
          If offense is attempted:
              Item Number, data element #52
                    must be 000.

3500-2   NARCOTIC EQUIPMENT VIOLATIONS (continued)
　　　　　Property Loss Type, data element #53
　　　　　　　must be (0) NONE or (9) UNKNOWN.
　　　　If offense is completed:
　　　　　Property Loss Type, data element #53
　　　　　　　must be (0) NONE or (6) SEIZED.
　　　　　If Property Loss Type is (0) NONE:
　　　　　　　Item Number, data element #52
　　　　　　　　must be 000.
　　　　　If Property Loss Type is (6) SEIZED:
　　　　　　　　Enter – Property Class, data element #54
　　　　　　　　　　(any code but (10) DRUG/NARCOTICS)
　　　　　　　　　　Property Value, data element #55

3600-1   SEXUAL PENETRATION NONFORCIBLE – BLOOD/AFFINITY
　　　　Enter - Suspected Bias Motivation, data element #18
　　　　　　　Victim Number, data element #26
　　　　　　　Victim Type, data element #28
　　　　　　　Offender Related Number, data element #37
　　　　Victim Type, data element #28
　　　　　must be (I) INDIVIDUAL, (P) POLICE OFFICER.
　　　　Victim must be
　　　　　13, 14 or 15 years of age.
　　　　If any code but "00" in Offender Related Number, data
　　　　　element #37:
　　　　　Enter - Victim to Offender Relationship, data element #38.

3600-2   SEXUAL PENETRATION NONFORCIBLE – OTHER
　　　　Enter - Suspected Bias Motivation, data element #18
　　　　　　　Victim Number, data element #26
　　　　　　　Victim Type, data element #28
　　　　　　　Offender Related Number, data element #37
　　　　Victim Type, data element #28
　　　　　must be (I) INDIVIDUAL, (P) POLICE OFFICER.
　　　　Victim must be
　　　　　13, 14 or 15 years of age.
　　　　If any code but "00" in Offender Related Number, data
　　　　　element #37:
　　　　　Enter - Victim to Offender Relationship, data element #38.
　　　　Victim and at least one of the offenders must be of the opposite sex.

3600-3   PEEPING TOM
　　　　If Victim Type, data element #28, is entered:
　　　　　must be (I) INDIVIDUAL, (P) POLICE OFFICER or
　　　　　(S) SOCIETY/PUBLIC.

3600-4   SEX OFFENSE – OTHER
　　　　If Victim Type, data element #28, is entered:
　　　　　must be (I) INDIVIDUAL, (P) POLICE OFFICER,
　　　　　(S) SOCIETY/PUBLIC, (O) OTHER, or (U) UNKNOWN.

3700-0   OBSCENITY
> Enter - Suspected Bias Motivation, data element #18
>> Activity Type, data element #20
>> Victim Number, data element #26
>> Victim Type, data element #28
>
> Victim Type, data element #28
>> must be (I) INDIVIDUAL, (P) POLICE OFFICER or
>> (S) SOCIETY/PUBLIC.

3800-1   FAMILY – ABUSE/NEGLECT NONVIOLENT
> Enter - Victim Number, data element #26
>> Victim Type, data element #28
>
> Victim Type, data element #28
>> must be (I) INDIVIDUAL, (P) POLICE OFFICER or
>> (S) SOCIETY/PUBLIC.
>
> If Victim Type is (I) INDIVIDUAL or (P) POLICE OFFICER:
>> Enter - Offender Related Number, data element #37.
>> If any code but "00" is in Offender Related Number,
>>> data element #37:
>>>> Enter – Victim to Offender Relationship, data
>>>> element #38.

3800-2   FAMILY – NONSUPPORT
> If Victim Type, data element #28, is entered:
>> must be (I) INDIVIDUAL, (P) POLICE OFFICER or
>> (S) SOCIETY/PUBLIC.

3800-3   FAMILY – OTHER
> If Victim Type, data element #28, is entered:
>> must be (I) INDIVIDUAL, (P) POLICE OFFICER or
>> (S) SOCIETY/PUBLIC.

3900-1   GAMBLING – BETTING/WAGERING
> Enter - Suspected Bias Motivation, data element #18
>> Victim Number, data element #26
>> Victim Type, data element #28
>> Item Number, data element #52
>> Property Loss Type, data element #53
>
> Victim Type, data element #28
>> must be (I) INDIVIDUAL, (P) POLICE OFFICER
>> or (S) SOCIETY/PUBLIC.
>
> If offense is attempted:
>> Item Number, data element #52
>>> must be 000.
>> Property Loss Type, data element #53
>>> must be (0) NONE or (9) UNKNOWN.
>
> If offense is completed:
>> Property Loss Type, data element #53
>>> must be (6) SEIZED.
>>>> Enter - Property Class, data element #54
>>>> Property Value, data element #55

3900-2   GAMBLING – OPERATING/PROMOTING/ASSISTING
Enter - Suspected Bias Motivation, data element #18
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
Victim Type, data element #28
    must be (I) INDIVIDUAL, (P) POLICE OFFICER
    or (S) SOCIETY/PUBLIC.
If offense is attempted:
    Item Number, data element #52
            must be 000.
    Property Loss Type, data element #53
            must be (0) NONE or (9) UNKNOWN.
If offense is completed:
    Property Loss Type, data element #53
            must be (6) SEIZED.
                Enter - Property Class, data element #54
                            Property Value, data element #55

3900-3   GAMBLING – EQUIPMENT VIOLATIONS
Enter - Suspected Bias Motivation, data element #18
                Activity Type, data element #20
                Victim Number, data element #26
                Victim Type, data element #28
                Item Number, data element #52
                Property Loss Type, data element #53
Victim Type, data element #28
    must be (I) INDIVIDUAL, (P) POLICE OFFICER
    or (S) SOCIETY/PUBLIC.
If offense is attempted:
    Item Number, data element #52
            must be 000.
    Property Loss Type, data element #53
            must be (0) NONE or (9) UNKNOWN.
If offense is completed:
    Property Loss Type, data element #53
            must be (6) SEIZED.
                Enter - Property Class, data element #54
                            Property Value, data element #55

3900-4   GAMBLING – SPORTS TAMPERING
Enter - Suspected Bias Motivation, data element #18
               Victim Number, data element #26
               Victim Type, data element #28
               Item Number, data element #52
               Property Loss Type, data element #53
Victim Type, data element #28
     must be (I) INDIVIDUAL, (P) POLICE OFFICER
     or (S) SOCIETY/PUBLIC.
If offense is attempted:
     Item Number, data element #52
          must be 000.
     Property Loss Type, data element #53
          must be (0) NONE or (9) UNKNOWN.
If offense is completed:
     Property Loss Type, data element #53
          must be (6) SEIZED.
               Enter - Property Class, data element #54
                          Property Value, data element #55

4000-1   COMMERCIALIZED SEX – PROSTITUTION
Enter - Suspected Bias Motivation, data element #18
               Victim Number, data element #26
               Victim Type, data element #28
Victim Type, data element #28
     must be (I) INDIVIDUAL, (P) POLICE OFFICER or
     (S) SOCIETY/PUBLIC.

4000-2   COMMERCIALIZED SEX – ASSISTING/PROMOTING PROSTITUTION
Enter - Suspected Bias Motivation, data element #18
               Victim Number, data element #26
               Victim Type, data element #28
Victim Type, data element #28
     must be (I) INDIVIDUAL, (P) POLICE OFFICER or
     (S) SOCIETY/PUBLIC.

4100-1   LIQUOR LICENSE – ESTABLISHMENT
If Victim Type, data element #28, is entered:
     must be (I) INDIVIDUAL, (P) POLICE OFFICER or
     (S) SOCIETY/PUBLIC.

4100-2   LIQUOR VIOLATIONS – OTHER
If Victim Type, data element #28, is entered:
     must be (I) INDIVIDUAL, (P) POLICE OFFICER or
     (S) SOCIETY/PUBLIC.

4200-0   DRUNKENNESS – EXCEPT OUIL
If Victim Type, data element #28, is entered:
     must be (I) INDIVIDUAL, (P) POLICE OFFICER or
     (S) SOCIETY/PUBLIC.

4800-0   OBSTRUCTING POLICE
If Victim Type, data element #28, is entered:
    must be (I) INDIVIDUAL, (G) GOVERNMENT, (P) POLICE OFFICER or
    (S) SOCIETY/PUBLIC.

4900-0   ESCAPE/FLIGHT
If Victim Type, data element #28, is entered:
    must be (I) INDIVIDUAL, (P) POLICE OFFICER or
    (S) SOCIETY/PUBLIC.

5000-0   OBSTRUCTING JUSTICE
If Victim Type, data element #28, is entered:
    must be (I) INDIVIDUAL, (P) POLICE OFFICER or
    (S) SOCIETY/PUBLIC.

5100-0   BRIBERY
Enter - Suspected Bias Motivation, data element #18
        Victim Number, data element #26
        Victim Type, data element #28
        Item Number, data element #52
        Property Loss Type, data element #53
Victim Type, data element #28
    cannot be (S) SOCIETY/PUBLIC.
If offense is attempted:
    Item Number, data element #52
        must be 000.
    Property Loss Type, data element #53
        must be (0) NONE or (9) UNKNOWN.

5100-0   BRIBERY (continued)
If offense is completed:
    Property Loss Type, data element #53
        must be (0) NONE, (1) STOLEN AND RECOVERED, (5) RECOVERED,
        (7) STOLEN or (9) UNKNOWN.
    If Property Loss Type is (0) NONE or (9) UNKNOWN:
        Item Number, data element #52,
            must be 000.
    If Property Loss Type is (1) STOLEN AND RECOVERED or
        (5) RECOVERED:
        Enter - Property Class, data element #54
                Property Value, data element #55
                Date Recovered, data element #56
    If Property Loss Type is (7) STOLEN:
        Enter - Property Class, data element #54
                Property Value, data element #55

5200-1   WEAPONS OFFENSE – CONCEALED
    Enter - Suspected Bias Motivation, data element #18
                Weapon Type, data element #19
                Activity Type, data element #20
                Victim Number, data element #26
                Victim Type, data element #28
    Victim Type, data element #28
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5200-2   WEAPONS OFFENSE – EXPLOSIVES
    Enter - Suspected Bias Motivation, data element #18
                Weapon Type, data element #19
                Activity Type, data element #20
                Victim Number, data element #26
                Victim Type, data element #28
    Victim Type, data element #28
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5200-3   WEAPONS OFFENSE – OTHER
    Enter - Suspected Bias Motivation, data element #18
                Weapon Type, data element #19
                Activity Type, data element #20
                Victim Number, data element #26
                Victim Type, data element #28
    Victim Type, data element #28
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5300-1   DISORDERLY CONDUCT
    If Victim Type, data element #28 is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5300-2   PUBLIC PEACE – OTHER
    If Victim Type, data element #28, is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5400-1   HIT & RUN MOTOR VEHICLE ACCIDENT

5400-2   OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS
    If Victim Type, data element #28, is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5500-0   HEALTH AND SAFETY

5600-0   CIVIL RIGHTS

5700-1   TRESPASS

5700-2   INVASION OF PRIVACY – OTHER

5800-0   SMUGGLING
     If Victim Type, data element #28, is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

5900-0   ELECTION LAWS
     If Victim Type, data element #28, is entered:
        must be (G) GOVERNMENT, (I) INDIVIDUAL, (P) POLICE OFFICER , or
        (S) SOCIETY/PUBLIC.

6000-0   ANTITRUST
     If Victim Type, data element #28, is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

6100-0   TAX/REVENUE
     If Victim Type, data element #28, is entered:
        must be (G) GOVERNMENT, (I) INDIVIDUAL, (P) POLICE OFFICER , or
        (S) SOCIETY/PUBLIC.

6200-0   CONSERVATION
     If Victim Type, data element #28, is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

6300-0   VAGRANCY
     If Victim Type, data element #28, is entered:
        must be (I) INDIVIDUAL, (P) POLICE OFFICER or
        (S) SOCIETY/PUBLIC.

7000-0   JUVENILE RUNAWAY
     Arrest Age, data element #41
        must be 17 or less.

7300-0   MISCELLANEOUS CRIMINAL OFFENSE

7500-0   SOLICITATION (ALL CRIMES EXCEPT PROSTITUTION)
     Can be the only offense submitted in an incident.

7700-0   CONSPIRACY (ALL CRIMES)
     Can be the only offense submitted in an incident.

MICHIGAN INCIDENT CRIME REPORTING
(MICR)

SECTION V

OFFENSE FILE CLASS MAPPING CHART

Michigan Department of State Police
Criminal Justice Information Center
Uniform Crime Reporting Unit
August 2006 Update

Offense File Class	Offense File Class Description	NIBRS Group	NIBRS Class	NIBRS Crime Description
0100-0	SOVEREIGNTY	B	90Z	ALL OTHER
0200-0	MILITARY	B	90Z	ALL OTHER
0300-0	IMMIGRATION	B	90Z	ALL OTHER
0900-1	MURDER/NONNEGLIGENT MANSLAUGHTER	A	09A	MURDER/NONNEG. MANSLAUGHTER
0900-2	NEGLIGENT HOMICIDE/MANSLAUGHTER	A	09B	NEGLIGENT MANSLAUGHTER
0900-3	NEGLIGENT HOMICIDE – VEHICLE/BOAT	B	90Z	ALL OTHER
0900-4	JUSTIFIABLE HOMICIDE	A	09C	JUSTIFIABLE HOMICIDE
1000-1	KIDNAPPING/ABDUCTION	A	100	KIDNAPPING/ABDUCTION
1000-2	PARENTAL KIDNAPPING	A	100	KIDNAPPING/ABDUCTION
1100-1	SEXUAL PENETRATION PENIS/VAGINA CSC1	A	11A	FORCIBLE RAPE
1100-2	SEXUAL PENETRATION PENIS/VAGINA CSC3	A	11A	FORCIBLE RAPE
1100-3	SEXUAL PENETRATION ORAL/ANAL CSC1	A	11B	FORCIBLE SODOMY
1100-4	SEXUAL PENETRATION ORAL/ANAL CSC3	A	11B	FORCIBLE SODOMY
1100-5	SEXUAL PENETRATION OBJECT CSC1	A	11C	SEXUAL ASSAULT W/AN OBJECT
1100-6	SEXUAL PENETRATION OBJECT CSC3	A	11C	SEXUAL ASSAULT W/AN OBJECT
1100-7	SEXUAL CONTACAT FORCIBLE CSC2	A	11D	FORCIBLE FONDLING
1100-8	SEXUAL CONTACT FORCIBLE CSC4	A	11D	FORCIBLE FONDLING
1200-0	ROBBERY	A	120	ROBBERY
1300-1	NONAGGRAVATED ASSAULT	A	13B	SIMPLE ASSAULT
1300-2	AGGRAVATED/FELONIOUS ASSAULT	A	13A	AGGRAVATED ASSAULT
1300-3	INTIMIDATION/STALKING	A	13C	INTIMIDATION
1400-0	ABORTION	B	90Z	ALL OTHER
2000-0	ARSON	A	200	ARSON
2100-0	EXTORTION	A	210	EXTORTION/BLACKMAIL
2200-1	BURGLARY – FORCED ENTRY	A	220	BURGLARY/BREAKING & ENTERING
2200-2	BURGLARY – ENTRY W/OUT FORCE (INTENT)	A	220	BURGLARY/BREAKING & ENTERING
2200-3	BURGLARY – UNLAWFUL ENTRY (NO INTENT)	B	90Z	ALL OTHER
2200-4	POSSESSION OF BURGLARY TOOLS	B	90Z	ALL OTHER

Offense File Class	Offense File Class Description	NIBRS Group	NIBRS Class	NIBRS Crime Description
2300-1	LARCENY – POCKETPICKING	A	23A	POCKETPICKING
2300-2	LARCENY – PURSESNATCHING	A	23B	PURSESNATCHING
2300-3	LARCENY – THEFT FROM BUILDING	A	23D	THEFT FROM BUILDING
2300-4	LARCENY – THEFT FROM COIN-OPERATED MACHINE/DEVICE	A	23E	THEFT FROM COIN OPERATED MACHINE/DEVICE
2300-5	LARCENY – THEFT FROM MOTOR VEHICLE	A	23F	THEFT OF MOTOR VEHICLE
2300-6	LARCENY – THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES	A	23G	THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES
2300-7	LARCENY – OTHER	A	23H	ALL OTHER LARCENY
2400-1	MOTOR VEHICLE THEFT	A	240	MOTOR VEHICLE THEFT
2400-2	MOTOR VEHICLE AS STOLEN PROPERTY	A	280	STOLEN PROPERTY
2400-3	MOTOR VEHICLE FRAUD	A	26A	FALSE PRETENSE/SWINDLE/ CONFIDENCE GAME
2500-0	FORGERY/COUNTERFEITING	A	250	COUNTERFEITING/FORGERY
2600-1	FRAUD – FALSE PRETENSE/SWINDLE/ CONFIDENCE GAME	A	26A	FALSE PRETENSE/SWINDLE/ CONFIDENCE GAME
2600-2	FRAUD – CREDIT CARD/ATM	A	26B	CREDIT CARD/ATM
2600-3	FRAUD – IMPERSONATION	A	26C	IMPERSONATION
2600-4	FRAUD – WELFARE	A	26D	WELFARE FRAUD
2600-5	FRAUD – WIRE	A	26E	WIRE FRAUD
2600-6	FRAUD – BAD CHECKS	B	90A	BAD CHECKS
2700-0	EMBEZZLEMENT	A	270	EMBEZZLEMENT
2800-0	STOLEN PROPERTY	A	280	STOLEN PROPERTY
2900-0	DAMAGE TO PROPERTY	A	290	DESTRUCTION/DAMAGE/ VANDALISM OF PROPERTY
3000-1	RETAIL FRAUD – MISREPRESENTATION	A	26A	FALSE PRETENSE/SWINDLE/ CONFIDENCE GAME
3000-2	RETAIL FRAUD – THEFT	A	23C	SHOPLIFTING
3000-3	RETAIL FRAUD – REFUND/EXCHANGE	A	26A	FALSE PRETENSE/SWINDLE/ CONFIDENCE GAME
3500-1	VIOLATION OF CONTROLLED SUBSTANCE	A	35A	DRUG/NARCOTIC VIOLATIONS
3500-2	NARCOTIC EQUIPMENT VIOLATIONS	A	35B	DRUG EQUIPMENT VIOLATIONS

Offense File Class	Offense File Class Description	NIBRS Group	NIBRS Class	NIBRS Crime Description
3600-1	SEXUAL PENETRATION NONFORCIBLE BLOOD/AFFINITY	A	36A	INCEST
3600-2	SEXUAL PENETRATION NONFORCIBLE OTHER	A	36B	STATUTORY RAPE
3600-3	PEEPING TOM	B	90H	PEEPING TOM
3600-4	SEX OFFENSE – OTHER	B	90Z	ALL OTHER
3700-0	OBSCENITY	A	370	PORNOGRAPHY/OBSCENE MATERIAL
3800-1	FAMILY – ABUSE/NEGLECT NONVIOLENT	B	90F	FAMILY OFFENSE NONVIOLENT
3800-2	FAMILY – NONSUPPORT	B	90F	FAMILY OFFENSE NONVIOLENT
3800-3	FAMILY – OTHER	B	90Z	ALL OTHER
3900-1	GAMBLING – BETTING/WAGERING	A	39A	BETTING/WAGERING
3900-2	GAMBLING – OPERATING/PROMOTING/ASSISTING	A	39B	OPERATING/PROMOTING/ ASSISTING
3900-3	GAMBLING – EQUIPMENT VIOLATIONS	A	39C	GAMBLING EQUIPMENT VIOLATION
3900-4	GAMBLING – SPORTS TAMPERING	A	39D	SPORTS TAMPERING
4000-1	COMMERCIALIZED SEX – PROSTITUTION	A	40A	PROSTITUTION
4000-2	COMMERCIALIZED SEX – ASSISTING/PROMOTING PROSTITUTION	A	40B	ASSISTING/PROMOTING PROSTITUTION
4100-1	LIQUOR LICENSE – ESTABLISHMENT	B	90G	LIQUOR LAW VIOLATION
4100-2	LIQUOR LICENSE – OTHER	B	90G	LIQUOR LAW VIOLATION
4200-0	DRUNKENNESS	B	90E	DRUNKENNESS
4800-0	OBSTRUCTING POLICE	B	90Z	ALL OTHER
4900-0	ESCAPE/FLIGHT	B	90Z	ALL OTHER
5000-0	OBSTRUCTING JUSTICE	B	90Z	ALL OTHER
5100-0	BRIBERY	A	510	BRIBERY
5200-1	WEAPONS OFFENSE – CONCEALED	A	520	WEAPON LAW VIOLATIONS
5200-2	WEAPONS OFFENSE – EXPLOSIVES	A	520	WEAPON LAW VIOLATIONS
5200-3	WEAPONS OFFENSE – OTHER	A	520	WEAPON LAW VIOLATIONS
5300-1	DISORDERLY CONDUCT	B	90C	DISORDERLY CONDUCT
5300-2	PUBLIC PEACE 0 OTHER	B	90Z	ALL OTHER
5400-1	HIT AND RUN MOTOR VEHICLE ACCIDENT	B	90Z	ALL OTHER

Offense File Class	Offense File Class Description	NIBRS Group	NIBRS Class	NIBRS Crime Description
5500-0	HEALTH AND SAFETY	B	90Z	ALL OTHER
5600-0	CIVIL RIGHTS	B	90Z	ALL OTHER
5700-1	TRESPASS	B	90J	TRESPASS OF REAL PROPERTY
5700-2	INVASION OF PRIVACY – OTHER	B	90Z	ALL OTHER
5800-0	SMUGGLING	B	90Z	ALL OTHER
5900-0	ELECTION LAWS	B	90Z	ALL OTHER
6000-0	ANTITRUST	B	90Z	ALL OTHER
6100-0	TAX/REVENUE	B	90Z	ALL OTHER
6200-0	CONSERVATION	B	90Z	ALL OTHER
6300-0	VAGRANCY	B	90B	CURFEW/LOITERING/VAGRANCY
7000-0	JUVENILE RUNAWAY	B	90I	RUNAWAY
7300-0	MISCELLANEOUS CRIMINAL OFFENSE	B	90Z	ALL OTHER
7500-0	SOLICITATION	B	90Z	ALL OTHER
7700-0	CONSPIRACY	B	90Z	ALL OTHER

MICHIGAN INCIDENT CRIME REPORTING
(MICR)

SECTION VI

SCREEN/RECORD FORMATS

Michigan Department of State Police
Criminal Justice Information Center
Uniform Crime Reporting Unit
August 2006 Update

<u>**SCREEN LAYOUT**</u>   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-1**   Record Length: **391**

Sequence: **Not applicable**   October 1, 2003

<u>**SCREEN LAYOUT**</u>   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-3**   Record Length: **150**

Sequence: **Not applicable**   October 1, 2003

<u>**SCREEN LAYOUT**</u>   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-5**   Record Length: **295**

Sequence: **Not applicable**   October 1, 2003

<u>**SCREEN LAYOUT**</u>   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-7**   Record Length: **226**

Sequence: **Not applicable**   October 1, 2003

<u>**SCREEN LAYOUT**</u>   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-9**   Record Length: **420**

Sequence: **Not applicable**   October 1, 2003

SCREEN LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-1**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-1   ORIGINAL INCIDENT REPORT

Element	Description	Usage	From	To	Size
	Message key "MICR."	C	1	5	5
	Form Identification "1."	C	6	7	2
1.	Action	X	8	8	1
2.	ORI Number	X	9	17	9
3.	Original Year	N	18	19	2
4.	Incident Number	N	29	29	10
5.	County	N	30	31	2
6.	City/Township	N	32	33	2
7.	GEOcode	X	34	37	4
8.	Date of Occurrence/Report	N	38	43	6
9.	Occurrence/Report Date Indicator	X	44	44	1
10.	Hour Occurred	X	45	46	2
11.	Exceptional Clearance	N	47	48	2
12.	Exceptional Clearance Date	N	49	54	6
13.	Assist ORI	X	55	63	9
14.	Offense File Class .... (1)	N	64	68	5
15.	Location Site .... (1)	N	69	70	2
16.	Offense Attempted/Completed .... (1)	X	71	71	1
17.	Offender Suspected of Using .... (1)	X	72	72	1
17.	Offender Suspected of Using .... (1)	X	73	73	1
17.	Offender Suspected of Using .... (1)	X	74	74	1
18.	Suspected Bias Motivation .... (1)	N	75	76	2
19.	Weapon Type .... (1)	X	77	79	3
20.	Activity Type (1) .... (1)	X	80	80	1
20.	Activity Type (2) .... (1)	X	81	81	1
20.	Activity Type (3) .... (1)	X	82	82	1

SCREEN LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-1**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-1   ORIGINAL INCIDENT REPORT (Continued)

Element	Description	Usage	From	To	Size
21.	Premises Entered..(1)................................N		83	84	2
14.	Offense File Class.. (2)................................N		85	89	5
15.	Location Site .... (2)................................N		90	91	2
16.	Offense Attempted/Completed ....(2)................................X		92	92	1
17.	Offender Suspected of Using..............................(2)................................X		93	93	1
17.	Offender Suspected of Using..............................(2)................................X		94	94	1
17.	Offender Suspected of Using..............................(2)................................X		95	95	1
18.	Suspected Bias Motivation................................(2)................................N		96	97	2
19.	Weapon Type..(2)................................X		98	100	3
20.	Activity Type (1) ....(2)................................X		101	101	1
20.	Activity Type (2) ....(2)................................X		102	102	1
20.	Activity Type (3) ....(2)................................X		103	103	1
21.	Premises Entered..(2)................................N		104	105	2
14.	Offense File Class..(3)................................N		106	110	5
15.	Location Site ....(3)................................N		111	112	2
16.	Offense Attempted Completed...........................(3)................................X		113	113	1
17.	Offender Suspected of Using..............................(3)................................X		114	114	1
17.	Offender Suspected of Using..............................(3)................................X		115	115	1
17.	Offender Suspected of Using..............................(3)................................X		116	116	1
18.	Suspected Bias Motivation................................(3)................................N		117	118	2
19.	Weapon Type..(3)................................X		119	121	3
20.	Activity Type (1) ....(3)................................X		122	122	1
20.	Activity Type (2) ....(3)................................X		123	123	1
20.	Activity Type (3) ....(3)................................X		124	124	1

<table>
<tr><td><u>SCREEN LAYOUT</u></td><td colspan="2">MSP-CJIC-Applications Development Section</td></tr>
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System: **MICR**   File ID: **MICR-1**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-1   ORIGINAL INCIDENT REPORT (Continued)

Element	Description	Usage	From	To	Size
21.	Premises Entered ....(3).................................N		125	126	2
14.	Offense File Class .... (4).................................N		127	131	5
15.	Location Site .... (4).................................N		132	133	2
16.	Attempt/Completed .... (4).................................X		134	134	1
17.	Offender Suspected of Using ....(4).................................X		135	135	1
17.	Offender Suspected of Using ....(4).................................X		136	136	1
17.	Offender Suspected of Using ....(4).................................X		137	137	1
18.	Suspected Bias Motivation ....(4).................................N		138	139	2
19.	Weapon Type ....(4).................................X		140	142	3
20.	Activity Type (1) ....(4).................................X		143	143	1
20.	Activity Type (2) ....(4).................................X		144	144	1
20.	Activity Type (3) ....(4).................................X		145	145	1
21.	Premises Entered ....(4).................................N		146	147	2
	OFFENDER				
22.	Offender Number ....N		148	149	2
23.	Offender Age ....N		150	151	2
24.	Offender Race X		152	152	1
25.	Offender Sex X		153	153	1
	VICTIM				
26.	Victim Number "01" ....N		154	155	2
27.	Victim Connected Offense File Class ....(1).................................N		156	160	5
27.	Victim Connected Offense File Class ....(2).................................N		161	165	5
27.	Victim Connected Offense File Class ....(3).................................N		166	170	5
27.	Victim Connected Offense File Class ....(4).................................N		171	175	5
28.	Victim Type X		176	176	1

SCREEN LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-1**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-1   ORIGINAL INCIDENT REPORT (Continued)

Element	Description	Usage	From	To	Size
29.	Victim Age	X	177	178	2
30.	Victim Race	X	179	179	1
31.	Victim Sex	X	180	180	1
32.	Victim Ethnicity	X	181	181	1
33.	Victim Residence	X	182	182	1
34.	Victim Injury	X	183	183	1
35.	Victim Circumstance	N	184	185	2
36.	Justifiable Homicide Circumstance	N	186	186	1
37.	Offender Related Number ....(1)	N	187	188	2
38.	Victim to Offender Relationship ....(1)	N	189	190	2
37.	Offender Related Number ....(2)	N	191	192	2
38.	Victim to Offender Relationship ....(2)	N	193	194	2
37.	Offender Related Number ....(3)	N	195	196	2
38.	Victim to Offender Relationship ....(3)	N	197	198	2
37.	Offender Related Number ....(4)	N	199	200	2
38.	Victim to Offender Relationship ....(4)	N	201	202	2
37.	Offender Related Number ....(5)	N	203	204	2
38.	Victim to Offender Relationship ....(5)	N	205	206	2
	ARREST				
39.	Arrest Number	N	207	208	2
40.	Arrest Type	X	209	209	1
41.	Arrest Age	N	210	211	2
42.	Arrest Race	X	212	212	1
43.	Arrest Sex	X	213	213	1
44.	Arrest Ethnicity	X	214	214	1
45.	Arrest Residence	X	215	215	1

SCREEN LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-1**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-1   ORIGINAL INCIDENT REPORT (Continued)

Element	Description	Usage	From	To	Size
46.	Arrest Charge	N	216	219	4
47.	Arrest Armed (1)	X	220	222	3
47.	Arrest Armed (2)	X	223	225	3
48.	Date of Arrest	N	226	231	6
49.	Multiple Arrest Indicator	X	232	232	1
50.	Disposition of Arrest under 18	X	233	233	1
51.	Clearance Indicator	X	234	234	1
	PROPERTY				
52.	Item Number (1)	N	235	237	3
53.	Property Loss Type (1)	N	238	238	1
54.	Property Class (1)	N	239	240	2
55.	Property Value (1)	N	241	249	9
56.	Date Recovered (1)	N	250	255	6
57.	Number of Stolen/Recovered Vehicles (1)	N	256	257	2
58.	Suspected Drug Type (1)	N	258	259	2
59.	Estimated Drug Quantity (1)	N	260	271	12
60.	Type Drug Measurement (1)	X	272	273	2
52.	Item Number (2)	N	274	276	3
53.	Property Loss Type (2)	N	277	277	1
54.	Property Class (2)	N	278	279	2
55.	Property Value (2)	N	280	288	9
56.	Date Recovered (2)	N	289	294	6
57.	Number of Stolen/Recovered Vehicles (2)	N	295	296	2
58.	Suspected Drug Type (2)	N	297	298	2
59.	Estimated Drug Quantity (2)	N	299	310	12
60.	Type Drug Measurement (2)	X	311	312	2

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│                                                                                          │
│  SCREEN LAYOUT                              MSP-CJIC-Applications Development Section     │
│                                                                                          │
│  System:    MICR      File ID:   MICR-1    Record Length:   420    Records/Block:   10    │
│                                                                                          │
│  Sequence:   Incident Number and Record Type                October 1, 2003              │
│                                                                                          │
│  MICR input disk:  Normally located on disk after copy from tape.                        │
│                                                                                          │
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MICR-1   ORIGINAL INCIDENT REPORT (Continued)

Element	Description	Usage	From	To	Size
52.	Item Number ....(3)................................N		313	315	3
53.	Property Loss Type.............................(3)................................N		316	316	1
54.	Property Class....................................(3)................................N		317	318	2
55.	Property Value ....(3)................................N		319	327	9
56.	Date Recovered ....(3)................................N		328	333	6
57.	Number of Stolen/Recovered Vehicles...............(3)................................N		334	335	2
58.	Suspected Drug Type ....(3)................................N		336	337	2
59.	Estimated Drug Quantity ....(3)................................N		338	349	12
60.	Type Drug Measurement ....(3)................................X		350	351	2
52.	Item Number ....(4)................................N		352	354	3
53.	Property Loss Type.............................(4)................................N		355	355	1
54.	Property Class....................................(4)................................N		356	357	2
55.	Property Value ....(4)................................N		358	366	9
56.	Date Recovered ....(4)................................N		367	372	6
57.	Number of Stolen/Recovered Vehicles...............(4)................................N		373	374	2
58.	Suspected Drug Type ....(4)................................N		375	376	2
59.	Estimated Drug Quantity ....(4)................................N		377	388	12
60.	Type Drug Measurement ....(4)................................X		389	390	2
61.	Incident Complete Indicator "Y or N"...X		391	391	1
	Filler...		392	420	29

RECORD LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-3**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-3   OFFENDER SUPPLEMENT REPORT

Element	Description	Usage	From	To	Size
	Message Key "MICR."	C	1	5	5
	Form Identification "3."	C	6	7	2
1.	Action	X	8	8	1
2.	ORI Number	X	9	17	9
3.	Original Year	N	18	19	2
4.	Incident Number	N	20	29	10
	OFFENDER (Size 6 – Occurs 20 times)				
22.	Offender Number	N	30	31	2
23.	Offender Age	N	32	33	2
24.	Offender Race	X	34	34	1
25.	Offender Sex	X	35	35	1
	--18 OFFENDERS--		**36**	**143**	**108**
22.	Offender Number	N	144	145	2
23.	Offender Age	N	146	147	2
24.	Offender Race	X	148	148	1
25.	Offender Sex	X	149	149	1
61.	Incident Complete Indicator "Y or N"	X	150	150	1
	Filler		151	420	270

RECORD LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-5**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-5   VICTIM SUPPLEMENT REPORT

Element	Description	Usage	From	To	Size
	Message Key "MICR."	C	1	5	5
	Form Identification "5."	C	6	7	2
1.	Action	X	8	8	1
2.	ORI Number	X	9	17	9
3.	Original Year	N	18	19	2
4.	Incident Number	N	20	29	10

   VICTIM   (Size 53 – Occurs 5 times)

Element	Description	Usage	From	To	Size
26.	Victim Number	N	30	31	2
27.	Victim Connected Offense File Class (1)	N	32	36	5
27.	Victim Connected Offense File Class (2)	N	37	41	5
27.	Victim Connected Offense File Class (3)	N	42	46	5
27.	Victim Connected Offense File Class (4)	N	47	51	5
28.	Victim Type	X	52	52	1
29.	Victim Age	X	53	54	2
30.	Victim Race	X	55	55	1
31.	Victim Sex	X	56	56	1
32.	Victim Ethnicity	X	57	57	1
33.	Victim Residence	X	58	58	1
34.	Victim Injury	X	59	59	1
35.	Victim Circumstance	N	60	61	2
36.	Justifiable Homicide Circumstance	N	62	62	1
37.	Offender Related Number ....(1)	N	63	64	2
38.	Victim to Offender Relationship ....(1)	N	65	66	2
37.	Offender Related Number ....(2)	N	67	68	2
38.	Victim to Offender Relationship ....(2)	N	69	70	2

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│ RECORD LAYOUT                    MSP-CJIC-Applications Development Section     │
│                                                                               │
│ System:   MICR    File ID:   MICR-5   Record Length:   420   Records/Block: 10│
│                                                                               │
│ Sequence:   Incident Number and Record Type            October 1, 2003        │
│                                                                               │
│ MICR input disk:  Normally located on disk after copy from tape.              │
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MICR-5   VICTIM SUPPLEMENT REPORT (Continued)

Element	Description	Usage	From	To	Size
37.	Offender Related Number ....(3)...............................N		71	72	2
38.	Victim to Offender Relationship ....(3)...........................N		73	74	2
37.	Offender Related Number ....(4)...............................N		75	76	2
38.	Victim to Offender Relationship ....(4)...........................N		77	78	2
37.	Offender Related Number ....(5)...............................N		79	80	2
38.	Victim to Offender Relationship ....(5)...........................N		81	82	2
	--3 VICTIMS--	**X**	**83**	**241**	**159**
26.	Victim Number...N		242	243	2
27.	Victim Connected Offense File Class (1) ....N		244	248	5
27.	Victim Connected Offense File Class (2) ....N		249	253	5
27.	Victim Connected Offense File Class (3) ....N		254	258	5
27.	Victim Connected Offense File Class (4) ....N		259	263	5
28.	Victim Type X		264	264	1
29.	Victim Age X		265	266	2
30.	Victim Race X		267	267	1
31.	Victim Sex X		268	268	1
32.	Victim Ethnicity..X		269	269	1
33.	Victim Residence X		270	270	1
34.	Victim Injury...X		271	271	1
35.	Victim Circumstance ....N		272	273	2
36.	Justifiable Homicide Circumstance ....N		274	274	1
37.	Offender Related Number ....(1)...............................N		275	276	2
38.	Victim to Offender Relationship ....(1)...........................N		277	278	2
37.	Offender Related Number ....(2)...............................N		279	280	2

RECORD LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-5**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-5   VICTIM SUPPLEMENT REPORT (Continued)

Element	Description	Usage	From	To	Size
38.	Victim to Offender Relationship .... (2) ....N		281	282	2
37.	Offender Related Number .... (3) ....N		283	284	2
38.	Victim to Offender Relationship .... (3) ....N		285	286	2
37.	Offender Related Number .... (4) ....N		287	288	2
38.	Victim to Offender Relationship .... (4) ....N		289	290	2
37.	Offender Related Number .... (5) ....N		291	292	2
38.	Victim to Offender Relationship .... (5) ....N		293	294	2
61.	Incident Complete Indicator "Y or N" X		295	295	1
	Filler...		296	420	125

RECORD LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-7**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-7   ARREST SUPPLEMENT REPORT

Element	Description	Usage	From	To	Size
	Message Key "MICR."	C	1	5	5
	Form Identification "7."	C	6	7	2
1.	Action	X	8	8	1
2.	ORI Number	X	9	17	9
3.	Original Year	N	18	19	2
4.	Incident Number	N	20	29	10

ARREST   (Size 28 – Occurs 7 times)

Element	Description	Usage	From	To	Size
39.	Arrest Number	N	30	31	2
40.	Arrest Type	X	32	32	1
41.	Arrest Age	N	33	34	2
42.	Arrest Race	X	35	35	1
43.	Arrest Sex	X	36	36	1
44.	Arrest Ethnicity	X	37	37	1
45.	Arrest Residence	X	38	38	1
46.	Arrest Charge	N	39	42	4
47.	Arrest Armed (1)	X	43	45	3
47.	Arrest Armed (2)	X	46	48	3
48.	Date of Arrest	N	49	54	6
49.	Multiple Arrest Indicator	X	55	55	1
50.	Disposition of Arrest under 18	X	56	56	1
51.	Clearance Indicator	X	57	57	1

--5 ARRESTS--   58   197   140

Element	Description	Usage	From	To	Size
39.	Arrest Number	N	198	199	2
40.	Arrest Type	X	200	200	1

RECORD LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-7**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-7   ARREST SUPPLEMENT REPORT (Continued)

Element	Description	Usage	From	To	Size
41.	Arrest Age ....N		201	202	2
42.	Arrest Race X		203	203	1
43.	Arrest Sex X		204	204	1
44.	Arrest Ethnicity X		205	205	1
45.	Arrest Residence X		206	206	1
46.	Arrest Charge ....N		207	210	4
47.	Arrest Armed (1) X		211	213	3
47.	Arrest Armed (2) X		214	216	3
48.	Date of Arrest ....N		217	222	6
49.	Multiple Arrest Indicator X		223	223	1
50.	Disposition of Arrest under 18 X		224	224	1
51.	Clearance Indicator X		225	225	1
61.	Incident Complete Indicator "Y or N" X		226	226	1
	Filler		227	420	194

RECORD LAYOUT	**MSP-CJIC-Applications Development Section**	
System: **MICR** File ID: **MICR-9** Record Length: **420** Records/Block: **10**		
Sequence: **Incident Number and Record Type** October 1, 2003		
MICR input disk: Normally located on disk after copy from tape.		

MICR-9   PROPERTY SUPPLEMENT REPORT

Element	Description	Usage	From	To	Size
	Message Key "MICR."	C	1	5	5
	Form Identification "9."	C	6	7	2
1.	Action	X	8	8	1
2.	ORI Number	X	9	17	9
3.	Original Year	N	18	19	2
4.	Incident Number	N	20	29	10
	PROPERTY **(Size 39 – Occurs 10 times)**				
52.	Item Number ...(1)	N	30	32	3
53.	Property Loss Type ...(1)	N	33	33	1
54.	Property Class ...(1)	N	34	35	2
55.	Property Value ...(1)	N	36	44	9
56.	Date Recovered ...(1)	N	45	50	6
57.	Number of Stolen/Recovered Vehicles ...(1)	N	51	52	2
58.	Suspected Drug Type ...(1)	N	53	54	2
59.	Estimated Drug Quantity ...(1)	N	55	66	12
60.	Type Drug Measurement ...(1)	X	67	68	2
	--8 PROPERTY ITEMS--		**69**	**380**	**312**
52.	Item Number ...(10)	N	381	383	3
53.	Property Loss Type ...(10)	N	384	384	1
54.	Property Class ...(10)	N	385	386	2
55.	Property Value ...(10)	N	387	395	9
56.	Date Recovered ...(10)	N	396	401	6
57.	Number of Stolen/Recovered Vehicles ...(10)	N	402	403	2
58.	Suspected Drug Type ...(10)	N	404	405	2

RECORD LAYOUT   **MSP-CJIC-Applications Development Section**

System: **MICR**   File ID: **MICR-9**   Record Length: **420**   Records/Block: **10**

Sequence: **Incident Number and Record Type**   October 1, 2003

MICR input disk: Normally located on disk after copy from tape.

MICR-9   PROPERTY SUPPLEMENT REPORT (Continued)

Element	Description	Usage	From	To	Size
59.	Estimated Drug Quantity ....(10)...............................N		406	417	12
60.	Type of Drug Measurement ....(10)...............................N		418	419	2
61.	Incident Complete Indicator "Y or N"..X		420	420	1

Usage Code Legend:
A – Alpha
C – Constant
N – Numeric
X – Alpha/Numeric

MICHIGAN INCIDENT CRIME REPORTING
(MICR)

SECTION VII

COUNTY/CITY/TOWNSHIP CODES

01 – ALCONA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
01	01	Alcona	
01	02	Caledonia	
01	03	Curtis	
01	04	Greenbush	
01	05	Gustin	
01	06	Harrisville	
01	07	Hawes	
01	08	Haynes	
01	09	Mikado	
01	10	Millen	
01	11	Mitchell	
		City/Village	
01	29	Harrisville	
01	30	Lincoln	
		Unincorporated Area	
01	07	Barton City	
01	01	Black River	
01	11	Curran	
01	03	Glennie	
01	02	Spruce	

02 – ALGER COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
02	01	Au Train	
02	02	Burt	
02	03	Grand Island	
02	04	Limestone	
02	05	Mathias	
02	06	Munising	
02	07	Onota	
02	08	Rock River	
		City/Village	
02	29	Chatham	
02	46	Munising	

02 – ALGER COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Other	
02	10	Alger Co Max Corr Fac	
02	09	Camp Cusino	
		Unincorporated Area	
02	01	Au Train	
02	01	Christmas	
02	08	Eben Junction	
02	01	Forest Lake	
02	02	Grand Marais	
02	04	Limestone	
02	06	Melstrand	
02	08	Rumely	
02	06	Shingleton	
02	04	Traunik	
02	05	Trenary	
02	06	Wetmore	

03 – ALLEGAN COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
03	01	Allegan	
03	02	Casco	
03	03	Cheshire	
03	04	Clyde	
03	05	Dorr	
03	06	Fillmore	
03	07	Ganges	
03	08	Gunplain	
03	09	Heath	
03	10	Hopkins	
03	11	Laketown	
03	12	Lee	
03	13	Leighton	
03	14	Manlius	
03	15	Martin	
03	16	Monterey	
03	17	Otsego	
03	18	Overisel	
03	19	Salem	
03	20	Saugatuck	
03	21	Trowbridge	

03 – ALLEGAN COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
03	22	Valley	
03	23	Watson	
03	24	Wayland	
		City/Village	
03	46	Allegan	
03	29	Douglas	
03	30	Fennville	
03	80	Holland	70/80
03	31	Hopkins	
03	32	Martin	
03	47	Otsego	
03	48	Plainwell	
03	39	Saugatuck	
03	60	South Haven	80/60
03	40	Wayland	
		Other	
03	25	Mich Dunes Corr Fac	
		Unincorporated Area	
03	24	Bradley	
03	19	Burnips	
03	07	Glenn	
03	09	Hamilton	
03	15	Hooper	
03	05	Moline	
03	14	New Richmond	
03	18	Overisel	
03	04	Pearl	
03	12	Pullman	
03	15	Shelbyville	

04 – ALPENA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
04	01	Alpena	
04	02	Green	
04	03	Long Rapids	
04	04	Maple Ridge	
04	05	Ossineke	
04	06	Sanborn	
04	07	Wellington	

04 – ALPENA COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
04	08	Wilson	
		City/Village	
04	66	Alpena	
		Other	
04	61	Alpena Com Col	
		Unincorporated Area	
04	04	Bolton	
04	05	Hubbard Lake	
04	03	Lachine	

05 – ANTRIM COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
05	01	Banks	
05	02	Central Lake	
05	03	Chestonia	
05	04	Custer	
05	05	Echo	
05	06	Elk Rapids	
05	07	Forest Home	
05	08	Helena	
05	09	Jordan	
05	10	Kearney	
05	11	Mancelona	
05	12	Milton	
05	13	Star	
05	14	Torch Lake	
05	15	Warner	
		City/Village	
05	29	Bellaire	
05	30	Central Lake	
05	39	Elk Rapids	
05	31	Ellsworth	
05	40	Mancelona	
		Unincorporated Area	
05	03	Alba	
05	08	Alden	
05	11	Antrim	

05 – ANTRIM COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
05	01	Atwood	
05	08	Clam Lake	
05	14	East Port	
05	15	Elmira	69/06
05	12	Kewadin	

06 – ARENAC COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
06	01	Adams	
06	02	Arenac	
06	03	Au Gres	
06	04	Clayton	
06	05	Deep River	
06	06	Lincoln	
06	07	Mason	
06	08	Moffatt	
06	09	Sims	
06	10	Standish	
06	11	Turner	
06	12	Whitney	
		City/Village	
06	29	Au Gres	
06	30	Omer	
06	39	Standish	
06	31	Sterling	
06	32	Turner	
06	33	Twining	
		Other	
06	13	Standish Max Corr Fac	
		Unincorporated Area	
06	08	Alger	
06	07	Maple Rapids	
06	10	Saganing	

07 – BARAGA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
07	01	Arvon	
07	02	Baraga	
07	03	Covington	
07	04	L'Anse	
07	05	Spurr	
		City/Village	
07	39	Baraga	
07	46	L'Anse	
		Other	
07	06	Camp Baraga	
		Unincorporated Area	
07	04	Aura	
07	05	Imperial Mine	
07	02	Keweenaw Bay	
07	02	Pelkie	
07	04	Pequaming	
07	01	Skanee	
07	03	Watton	

08 – BARRY COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
08	01	Assyria	
08	02	Baltimore	
08	03	Barry	
08	04	Carlton	
08	05	Castleton	
08	06	Hastings	
08	07	Hope	
08	08	Irving	
08	09	Johnstown	
08	10	Maple Grove	
08	11	Orangeville	
08	12	Prairieville	
08	13	Rutland	
08	14	Thornapple	
08	15	Woodland	
08	16	Yankee Springs	

08 – BARRY COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
08	29	Freeport	
08	60	Hastings	
08	39	Middleville	
08	40	Nashville	
08	30	Woodland	
		Unincorporated Area	
08	09	Banfield	
08	07	Cloverland	
08	03	Delton	
08	02	Dowline	
08	03	Hickory Corners	

09 – BAY COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
09	01	Bangor	
09	02	Beaver	
09	03	Frankenlust	
09	04	Fraser	
09	05	Garfield	
09	06	Gibson	
09	07	Hampton	
09	08	Kawkawlin	
09	09	Merritt	
09	10	Monitor	
09	11	Mt. Fores	
09	12	Pinconning	
09	13	Portsmouth	
09	14	Williams	
		City/Village	
09	39	Auburn	
09	80	Bay City	
09	46	Essexville	
09	81	Midland	56/80
09	40	Pinconning	
		Other	
09	60	Delta Col	
09	48	Saginaw Valley	56/48
		St. Univ	73/48

09 – BAY COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
09	06	Bentley	
09	02	Duell	
09	14	Fisherville	
09	10	KawKawlin	
09	04	Linwood	
09	09	Munger	

10 – BENZIE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
10	01	Almira	
10	02	Benzonia	
10	03	Blaine	
10	04	Colfax	
10	05	Crystal Lake	
10	06	Gilmore	
10	07	Homestead	
10	08	Inland	
10	09	Joyfield	
10	10	Lake	
10	11	Platte	
10	12	Weldon	
		City/Village	
10	29	Benzonia	
10	30	Beulah	
10	31	Elberta	
10	39	Frankford	
10	32	Honor	
10	33	Lake Ann	
10	34	Thompsonville	
		Unincorporated Area	
10	08	Bendon	

11 – BERRIEN COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
11	01	Bainbridge	
11	02	Baroda	

11 – BERRIEN COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
11	03	Benton	
11	04	Berrien	
11	05	Bertrand	
11	06	Buchanan	
11	07	Chikaming	
11	08	Coloma	
11	09	Galien	
11	10	Hagar	
11	11	Lake	
11	12	Lincoln	
11	13	New Buffalo	
11	14	Niles	
11	15	Oronoka	
11	16	Pipestone	
11	17	Royalton	
11	18	St. Joseph	
11	19	Sodus	
11	20	Three Oaks	
11	21	Watervliet	
11	22	Weesaw	
		City/Village	
11	29	Baroda	
11	66	Benton Harbor	
11	39	Berrien Springs	
11	40	Bridgman	
11	46	Buchanan	
11	41	Coloma	
11	30	Eau Claire	
11	31	Galien	
11	32	Grand Beach	
11	33	Michiana	
11	47	New Buffalo	
11	67	Niles	14/67
11	34	Shoreham	
11	68	St. Joseph	
11	42	Stevensville	
11	43	Three Oaks	
11	44	Watervliet	
		Other	
11	61	Andrews Univ	
11	62	Lake Mich. Col	

11 – BERRIEN COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
11	04	Berrien Center	
11	05	Dayton	
11	03	Euclid Center	
11	22	Glendora	
11	07	Harbert	
11	07	Lakeside	
11	03	Millburg	
11	22	New Troy	
11	10	Riverside	
11	07	Sawyer	
11	19	Scottsville	
11	07	Union Pier	

12 – BRANCH COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
12	01	Algansee	
12	02	Batavia	
12	03	Bethel	
12	04	Bronson	
12	05	Butler	
12	06	California	
12	07	Coldwater	
12	08	Gilead	
12	09	Girard	
12	10	Kinderhook	
12	11	Matteson	
12	12	Noble	
12	13	Ovid	
12	14	Quincy	
12	15	Sherwood	
12	16	Union	
		City/Village	
12	39	Bronson	
12	60	Coldwater	
12	40	Quincy	
12	29	Sherwood	
12	41	Union City	13/41

12 – BRANCH COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Other	
12	17	Flor Crane Corr Fac	
12	18	Lakeland Corr Fac	
12	19	Camp Branch	

13 – CALHOUN COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
13	01	Albion	
13	02	Athens	
13	04	Bedford	
13	05	Burlington	
13	06	Clarence	
13	07	Clarendon	
13	08	Convis	
13	09	Eckford	
13	10	Emmett	
13	11	Fredonia	
13	12	Homer	
13	13	Lee	
13	14	Leroy	
13	15	Marengo	
13	16	Marshall	
13	17	Newton	
13	18	Pennfield	
13	19	Sheridan	
13	20	Tekonsha	
		City/Village	
13	66	Albion	
13	29	Athens	
13	80	Battle Creek	
13	30	Burlington	
13	39	Homer	
13	60	Marshall	
13	46	Springfield	
13	31	Tekonsha	
13	41	Union City	12/41
		Other	
13	61	Albion College	
13	62	Kellogg Com Col	
13	03	Camp Custer	

14 – CASS COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
14	01	Calvin	
14	02	Howard	
14	03	Jefferson	
14	04	LaGrange	
14	05	Marcellus	
14	06	Mason	
14	07	Milton	
14	08	Newberg	
14	09	Ontwa	
14	10	Penn	
14	11	Pokagon	
14	12	Porter	
14	13	Silver Creek	
14	14	Volinia	
14	15	Wayne	
		City/Village	
14	39	Cassopolis	
14	60	Dowagiac	
14	40	Edwardsburg	
14	41	Marcellus	
14	29	Vandalia	
14	67	Niles	11/67
		Other	
14	61	Southwest Mich Col	
		Unincorporated Area	
14	15	Glenwood	
14	08	Jones	
14	14	Nicholville	
14	14	Prairie Rounds	
14	11	Sumnerville	
14	12	Union	

15 – CHARLEVOIX COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
15	01	Bay	
15	02	Boyne Valley	
15	03	Chandler	
15	04	Charlevoix	
15	05	Evangeline	

15 – CHARLEVOIX COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Township	
15	06	Eveline	
15	07	Hayes	
15	08	Hudson	
15	09	Marion	
15	10	Melrose	
15	11	Norwood	
15	12	Peaine	
15	13	St. James	
15	14	South Arm	
15	15	Wilson	
		City/Village	
15	46	Boyne City	
15	29	Boyne Falls	
15	47	Charlevoix	
15	39	East Jordan	
		Unincorporated Area	
15	06	Advance	
15	08	Lake Louise	
15	10	Walloon Lake	

16 – CHEBOYGAN COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
16	01	Aloha	
16	02	Beaugrand	
16	03	Benton	
16	04	Burt	
16	05	Ellis	
16	06	Forest	
16	07	Grant	
16	08	Hebron	
16	09	Inverness	
16	10	Koehler	
16	12	Mackinaw	
16	13	Mentor	
16	14	Mullett	
16	15	Munro	
16	16	Nunda	
16	17	Tuscarora	
16	18	Walker	
16	19	Waverly	

16 – CHEBOYGAN COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Township	
16	20	Wilmot	
		City/Village	
16	60	Cheboygan	
16	29	Mackinaw City	24/30
16	30	Wolverine	
		Unincorporated Area	
16	05	Afton	
16	17	Indian River	
16	09	Mullet Lake	
16	14	Topinabee	
16	06	Tower	

17 – CHIPPEWA COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
17	01	Bay Mills	
17	02	Bruce	
17	03	Chippewa	
17	04	Dafter	
17	05	Detour	
17	06	Drummond	
17	07	Hulbert	
17	08	Kinross	
17	09	Pickford	
17	10	Raber	
17	11	Rodyard	
17	12	Soo	
17	13	Sugar Island	
17	14	Superior	
17	15	Trout Lake	
17	16	Whitefish	
		City/Village	
17	29	Detour	
17	66	Sault Ste. Marie	
		Other	
17	21	Camp Chippewa	
17	22	Camp Koehler	
17	20	Chippewa Reg Fac	
17	17	Chippewa Temp Fac	

17 – CHIPPEWA COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Other	
17	19	Hiawath Temp Fac	
17	18	Kinross Corr Fac	
17	39	Lake Superior St. Univ	
		Unincorporated Area	
17	13	Baie De Wassi	
17	02	Barbeau	
17	14	Brimley	
17	14	Eckerman	
17	16	Emerson	
17	10	Gatesville	
17	08	Kincheloe Air Base	
17	12	Neebish Island	
17	16	Paradise	
17	09	Pickford	
17	14	Roco	
17	11	Rudyard	
17	16	Shell Drake	
17	10	Stalwart	
17	03	Strongs	
17	15	Trout Lake	

18 – CLARE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
18	01	Arthur	
18	02	Franlin	
18	03	Freeman	
18	04	Frost	
18	05	Garfield	
18	06	Grant	
18	07	Greenwood	
18	08	Hamilton	
18	09	Hatton	
18	10	Hayes	
18	11	Lincoln	
18	12	Redding	
18	13	Sheridan	
18	14	Summerfield	
18	15	Surrey	
18	16	Winterfield	

18 – CLARE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
18	46	Clare	37/46
18	30	Farwell	
18	39	Harrison	
		Other	
18	61	Mid Mich. Com Col	
		Unincorporated Area	
18	05	Lake	
18	11	Lake George	23/63
18	05	Lake Station	
18	12	Temple	

19 – CLINTON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
19	01	Bath	
19	02	Bengal	
19	03	Bingham	
19	04	Dallas	
19	05	DeWitt	
19	06	Duplain	
19	07	Eagle	
19	08	Essex	
19	09	Greenbush	
19	10	Lebanon	
19	11	Olive	
19	12	Ovid	
19	13	Riley	
19	14	Victor	
19	15	Watertown	
19	16	Westphalia	
		City/Village	
19	39	DeWitt	
19	29	Eagle	
19	30	Elsie	
19	40	Fowler	
19	31	Hubbardston	34/30
19	80	E. Lansing	33/80
19	61	Grand Ledge	23/61
19	95	Lansing	23/95
			33/95

19 – CLINTON COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		City/Village	
19	32	Maple Rapids	
19	41	Ovid	08/41
19	60	St. Johns	
19	33	Westphalia	
		Other	
19	34	Capitol City Airport	
19	63	Lansing Com Col	33/63
		Unincorporated Area	
19	01	Bath	
19	01	Park Lake	
19	14	Round Lake	
19	15	Wacousta	

20 – CRAWFORD COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
20	01	Beaver Creek	
20	02	Frederic	
20	03	Grayling	
20	04	Lovells	
20	05	Maple Forest	
20	06	South Branch	
		City/Village	
20	39	Grayling	
		Other	
20	30	Camp Grayling	
20	07	Camp Lehman	

21 – DELTA COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
21	01	Baldwin	
21	02	Bark River	
21	03	Bay De Noc	
21	04	Brampton	
21	05	Cornell	
21	06	Ensign	

21 – DELTA COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Township	
21	07	Escanaba	
21	08	Fairbanks	
21	09	Ford River	
21	10	Garden	
21	11	Maple Ridge	
21	12	Masonville	
21	13	Nahma	
21	14	Wells	
		City/Village	
21	66	Escanaba	
21	29	Garden	
21	60	Gladstone	
		Other	
21	61	Bay De Noc Com Col	
		Unincorporated Area	
21	02	Bark River	
21	05	Cornell	
21	08	Fairport	
21	14	Flat Rock	
21	14	Groos	
21	13	Isabella	
21	04	Kipling	
21	01	Perkins	
21	12	Rapid River	
21	11	Rock	
21	02	Schaffer	
21	13	St. Jacques	
21	03	Stunington	

22 – DICKINSON COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
22	01	Breen	
22	02	Breitung	
22	03	Felch	
22	04	Norway	
22	05	Sagola	
22	06	Waucedah	
22	07	West Branch	

22 – DICKINSON COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
22	60	Iron Mountain	
22	61	Kingsford	
22	46	Norway	
		Unincorporated Area	
22	05	Channing	
22	01	Felch	
22	01	Hardwood	
22	06	Loretta	
22	02	Quinnesec	
22	07	Ralph	
22	05	Sagola	
22	05	Sawyer Lake	
22	04	Vulcan	

23 – EATON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
23	01	Bellevue	
23	02	Benton	
23	03	Brookfield	
23	04	Carmel	
23	05	Chester	
23	06	Delta	
23	07	Eaton	
23	08	Eaton Rapids	
23	09	Hamlin	
23	10	Kalamo	
23	11	Oneida	
23	12	Roxand	
23	13	Sunfield	
23	14	Vermontville	
23	15	Walton	
23	16	Windsor	
		City/Village	
23	39	Bellevue	
23	60	Charlotte	
23	29	Dimondale	
23	46	Eaton Rapids	
23	61	Grand Ledge	19/61
23	95	Lansing	19/95
			33/95

23 – EATON COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
23	30	Mulliken	
23	40	Olivet	
23	41	Potterville	
23	31	Sunfield	
23	32	Vermontville	
		Other	
23	63	Lansing Com Col	19/63
			33/63
23	65	Olivet College	
		Unincorporated Area	
23	06	Delta Mills	
23	06	Millett	
23	16	Windsor	

24 – EMMET COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
24	01	Bear Creek	
24	02	Bliss	
24	03	Carp Lake	
24	04	Center	
24	05	Cross Village	
24	06	Friendship	
24	08	Little Traverse	
24	07	Littlefield	
24	11	Maple River	
24	09	McKinley	
24	10	Pleasant View	
24	12	Readmond	
24	13	Resort	
24	14	Springvale	
24	15	Wawatam	
24	16	West Traverse	
		City/Village	
24	29	Alanson	
24	39	Harbor Springs	
24	30	Mackinaw City	16/29
24	31	Pellston	
24	60	Petoskey	

24 – EMMET COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Other	
24	17	Camp Pellston	
24	61	N. Central Mich Col	
		Unincorporated Area	
24	01	Bay View	
24	11	Brutus	
24	08	Conway	
24	09	Lakewood	
24	09	Levering	
24	07	Oden	
24	02	Wilderness Park	

25 – GENESEE COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
25	01	Argentine	
25	02	Atlas	
25	04	Clayton	
25	05	Davison	
25	06	Fenton	
25	07	Flint	
25	08	Flushing	
25	09	Forest	
25	10	Gaines	
25	11	Genesee	
25	12	Grand Blanc	
25	13	Montrose	
25	14	Mt. Morris	
25	15	Mundy	
25	16	Richfield	
25	17	Thetford	
25	18	Vienna	
		City/Village	
25	80	Burton	
25	39	Clio	
25	60	Davison	
25	61	Fenton	
25	95	Flint	
25	62	Flushing	
25	29	Gaines	
25	30	Goodrich	
25	63	Grand Blanc	
25	34	Lennon	78/34

25 – GENESEE COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		City/Village	
25	40	Linden	
25	41	Montrose	
25	46	Mt. Morris	
25	32	Otisville	
25	31	Otter Lake	44/34
25	47	Swartz Creek	
		Other	
25	64	Baker Col of Flint	
25	68	Bishop Int Airport	
25	65	GMI Eng & Mgt Inst	
25	66	Mott Com Col	
25	90	U of M – Flint	
		Unincorporated Area	
25	11	Horton	
25	18	Pine Run	
25	15	Rankin	
25	12	Whigville	

26 – GLADWIN COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
26	01	Beaverton	
26	02	Bentley	
26	03	Billings	
26	04	Bourret	
26	05	Buckeye	
26	06	Butman	
26	07	Clement	
26	08	Gladwin	
26	09	Grim	
26	10	Grout	
26	11	Hay	
26	12	Sage	
26	13	Secord	
26	15	Sherman	
26	16	Tobacco	
		City/Village	
26	29	Beaverton	
26	39	Gladwin	

26 – GLADWIN COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
26	15	Meredith	
26	02	Rhodes	
26	15	Skeels	
26	11	Wooden Shoe	

27 – GOGEBIC COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
27	01	Bessemer	
27	03	Erwin	
27	04	Ironwood	
27	05	Marenisco	
27	06	Wakefield	
27	07	Watersmeet	
		City/Village	
27	46	Bessemer	
27	60	Ironwood	
27	47	Wakefield	
		Other	
27	08	Camp Ojibway	
27	62	Gogebic Com Col	
		Unincorporated Area	
27	05	Marenisco	
27	01	Ramsay	
27	06	Thomaston	
27	06	Verona	
27	07	Watersmeet	

28 – GRAND TRAVERSE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
28	01	Acme	
28	02	Blair	
28	03	East Bay	
28	04	Fife Lake	
28	05	Garfield	
28	06	Grant	

28 – GRAND TRAVERSE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
28	07	Green Lake	
28	08	Long Lake	
28	09	Mayfield	
28	11	Paradise	
28	10	Peninsula	
28	12	Union	
28	13	White Water	
		City/Village	
28	29	Fife Lake	
28	30	Kingsley	
28	66	Traverse City	45/66
		Other	
28	14	Camp Pugsley	
28	61	Northwestern Mich Col	
		Unincorporated Area	
28	02	Grawn	
28	09	Hannah	
28	07	Interlochen	
28	13	Williamsburg	

29 – GRATIOT COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
29	01	Arcada	
29	02	Bethany	
29	03	Elba	
29	04	Emerson	
29	05	Fulton	
29	06	Hamilton	
29	07	Lafayette	
29	08	Newark	
29	09	New Haven	
29	10	North Shade	
29	11	North Star	
29	12	Pine River	
29	13	Seville	
29	14	Sumner	
29	15	Washington	
29	16	Wheeler	

29 – GRATIOT COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
29	60	Alma	
29	29	Ashley	
29	39	Breckenridge	
29	46	Ithaca	
29	30	Perrinton	
29	47	St. Louis	
		Other	
29	61	Alma College	
29	17	Mid MI Temp Corr Fac	
		Unincorporated Area	
29	03	Bannister	
29	14	Elm Hall	
29	13	Elwell	
29	12	Forest Hill	
29	05	Middleton	
29	05	Pompeii	
29	13	Riverdale	

30 – HILLSDALE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
30	01	Adams	
30	02	Allen	
30	03	Amboy	
30	04	Cambria	
30	05	Camden	
30	06	Fayette	
30	07	Hillsdale	
30	08	Jefferson	
30	09	Litchfield	
30	10	Moscow	
30	11	Pittsford	
30	12	Ransom	
30	13	Reading	
30	14	Scipio	
30	15	Somerset	
30	16	Wheatland	
30	17	Woodbridge	
30	18	Wright	

30 – HILLSDALE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
30	29	Allen	
30	30	Camden	
30	60	Hillsdale	
30	39	Jonesville	
30	40	Litchfield	
30	31	Montgomery	
30	32	North Adams	
30	41	Reading	
30	33	Waldron	
		Other	
30	61	Hillsdale Col	
		Unincorporated Area	
30	04	Bankers	
30	17	Frontier	
30	15	Jerome	
30	14	Mosherville	
30	08	Osseo	
30	11	Pittsford	
30	18	Prattville	

31 – HOUGHTON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
31	01	Adams	
31	02	Calumet	
31	03	Chassell	
31	04	Duncan	
31	05	Elm River	
31	06	Franklin	
31	07	Hancock	
31	08	Laird	
31	09	Osceola	
31	10	Portage	
31	11	Quincy	
31	13	Schoolcraft	
31	12	Stanton	
31	14	Torch Lake	
		City/Village	
31	39	Calumet	
31	29	Copper City	

31 – HOUGHTON COUNTY – Cont.

CO	TWP	NAME	OTHER VENUE
		City/Village	
31	46	Hancock	
31	60	Houghton	
31	40	Lake Linden	
31	47	Laurium	
31	30	South Range	
		Other	
31	15	Camp Kitwen	
31	61	MI Tech Univ	
31	62	Suomi College	
		Unincorporated Area	
31	08	Alston	
31	01	Atlantic	
31	10	Dodgeville	
31	09	Dollar Bay	
31	06	Franklin Mine	
31	09	Hubbell	
31	10	Hurontown	
31	02	Kearsarge	
31	04	Kenton	
31	08	Nisula	
31	06	Paavola	
31	01	Painesdale	
31	14	Rabbit Bay	
31	10	Ripley	
31	04	Sidnaw	
31	09	Tamarack	
31	01	Tri-Mountain	

32 – HURON COUNTY

CO	TWP	NAME	OTHER VENUE
		Township	
32	01	Bingham	
32	02	Bloomfield	
32	03	Brookfield	
32	04	Caseville	
32	05	Chandler	
32	06	Colfax	
32	07	Dwight	
32	08	FairHaven	
32	09	Gore	
32	10	Grant	

32 – HURON COUNTY – Cont.

CO	TWP	NAME	OTHER VENUE
		Township	
32	11	Hume	
32	12	Huron	
32	13	Lake	
32	14	Lincoln	
32	15	McKinley	
32	16	Meade	
32	17	Oliver	
32	18	Paris	
32	20	Port Austin	
32	19	Pt Aux Barques	
32	21	Rubicon	
32	22	Sand Beach	
32	23	Sebewaing	
32	24	Sheridan	
32	25	Sherman	
32	26	Sigel	
32	27	Verona	
32	28	Winsor	
		City/Village	
32	46	Bad Axe	
32	29	Caseville	
32	30	Elkton	
32	39	Harbor Beach	
32	31	Kinde	
32	32	Owendale	
32	40	Pigeon	
32	33	Port Austin	
32	34	Port Hope	
32	41	Sebewaing	
32	35	Ubly	
		Unincorporated Area	
32	08	Bay Port	
32	16	Filion	
32	20	Grindstone City	
32	28	Killmanaugh	
32	28	Linkville	
32	18	Parisville	
32	16	Pinnebog	
32	26	Rapson	
32	25	Ruth	

33 – INGHAM COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
33	01	Alaiedon	
33	02	Aurelius	
33	03	Bunker Hill	
33	04	Delhi	
33	05	Ingham	
33	06	Lansing	
33	07	LeRoy	
33	08	Leslie	
33	09	Locke	
33	10	Meridian	
33	11	Onondaga	
33	12	Stockbridge	
33	13	VeVay	
33	14	Wheatfield	
33	15	White Oak	
33	16	Williamston	
		City/Village	
33	29	Dansville	
33	80	East Lansing	19/80
33	95	Lansing	19/95
			23/95
33	39	Leslie	
33	60	Mason	
33	40	Stockbridge	
33	41	Webberville	
33	46	Williamston	
		Other	
33	61	Great Lakes Bible Col	
33	63	Lansing Com Col	19/63
			23/63
33	89	MI State Univ	
33	62	Thomas M. Cooley Law	
		Unincorporated Area	
33	03	Fitchburg	
33	10	Haslett	
33	04	Holt	
33	10	Okemos	
33	10	Towar Gardens	

34 – IONIA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
34	01	Berlin	
34	02	Boston	
34	03	Campbell	
34	04	Danby	
34	05	Easton	
34	06	Ionia	
34	07	Keene	
34	08	Lyons	
34	09	North Plains	
34	10	Odessa	
34	11	Orange	
34	12	Orleans	
34	13	Otisco	
34	14	Portland	
34	15	Ronald	
34	16	Sebewa	
		City/Village	
34	60	Belding	
34	29	Clarksville	
34	30	Hubbardston	19/31
34	61	Ionia	
34	39	Lake Odessa	
34	31	Lyons	
34	32	Muir	
34	33	Pewamo	
34	46	Portland	
34	40	Saranac	
		Other	
34	17	Handlon MI Trn Unit	
34	18	Ionia Max Fac	
34	19	Ionia Temp Fac	
34	20	MI Reformatory	
34	21	Riverside Corr Fac	
34	22	Riverside Rec Center	
		Unincorporated Area	
34	13	Cooks Corners	
34	09	Matherton	
34	12	Orleans	
34	15	Palo	
34	13	Smyrna	

35 – IOSCO COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
35	01	Alabaster	
35	02	Au Sable	
35	03	Baldwin	
35	04	Burleigh	
35	05	Grant	
35	06	Oscoda	
35	07	Plainfield	
35	08	Reno	
35	09	Sherman	
35	10	Tawas	
35	11	Wilber	
		City/Village	
35	39	East Tawas	
35	40	Tawas City	
35	29	Whittemore	
		Unincorporated Area	
35	07	Grand Lake	
35	07	Hale	
35	07	Long Lake	
35	09	National City	
35	06	Oscoda	

36 – IRON COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
36	01	Bates	
36	02	Crystal Falls	
36	03	Hematite	
36	04	Iron River	
36	05	Mansfield	
36	06	Mastodon	
36	07	Stambaugh	
		City/Village	
36	29	Alpha	
36	39	Caspian	
36	40	Crystal Falls	
36	30	Gaastra	
36	46	Iron River	
36	31	Mineral Hills	
36	41	Stambaugh	

36 – IRON COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Other	
36	08	Camp Ottawa	
		Unincorporated Area	
36	03	Amasa	
36	07	Elmwood	
36	04	Gibbs City	

37 – ISABELLA COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
37	01	Broomfield	
37	02	Chippewa	
37	03	Coe	
37	04	Coldwater	
37	05	Deerfield	
37	06	Denver	
37	07	Fremont	
37	08	Gilmore	
37	09	Isabella	
37	10	Lincoln	
37	11	Nottawa	
37	12	Rolland	
37	13	Sherman	
37	14	Union	
37	15	Vernon	
37	16	Wise	
		City/Village	
37	46	Clare	18/46
37	67	Mt. Pleasant	
37	29	Rosebush	
37	39	Shepherd	
		Other	
37	66	Central MI Univ	
		Unincorporated Area	
37	11	Beal City	
37	12	Blanchard	
37	06	Leaton	
37	16	Loomis	
37	11	Weidman	
37	07	Winn	

38 – JACKSON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
38	01	Blackman	
38	02	Columbia	
38	03	Concord	
38	04	Grass Lake	
38	05	Hanover	
38	06	Henrietta	
38	07	Leoni	
38	08	Liberty	
38	09	Napoleon	
38	10	Norvell	
38	11	Parma	
38	12	Pulaski	
38	13	Rives	
38	14	Sandstone	
38	15	Spring Arbor	
38	16	Springport	
38	17	Summit	
38	18	Thompkins	
38	19	Waterloo	
		City/Village	
38	39	Brooklyn	
38	29	Cement City	46/31
38	30	Concord	
38	40	Grass Lake	
38	31	Hanover	
38	80	Jackson	
38	32	Parma	
38	33	Springport	
		Other	
38	25	Camp Waterloo	
38	21	Corr Camp Program	
38	27	Duane Waters Hosp	
38	20	Egeler Corr Fac	
38	22	G RBT Cotton Corr Fac	
38	62	Jackson Com Col	
38	26	Michigan Parole	
38	24	Rec & Guidance Ctr	
38	61	Spring Arbor Col	
38	23	State Prison – S MI	
		Unincorporated Area	
38	02	Clark Lake	
38	05	Horton	
38	07	Leoni	

38 – JACKSON COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
38	07	Michigan Center	
38	06	Munith	
38	09	Napoleon	
38	06	Pleasant Lake	
38	13	Rives Junction	
38	15	Spring Arbor	
38	17	Vandercook Lake	

39 – KALAMAZOO COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
39	01	Alamo	
39	02	Brady	
39	03	Charleston	
39	04	Climax	
39	05	Comstock	
39	06	Cooper	
39	07	Kalamazoo	
39	08	Oshtemo	
39	09	Pavilion	
39	10	Prairie Ronde	
39	11	Richland	
39	12	Ross	
39	13	Schoolcraft	
39	14	Texas	
39	15	Wakeshma	
		City/Village	
39	39	Augusta	
39	29	Climax	
39	40	Galesburg	
39	89	Kalamazoo	
39	41	Parchment	
39	80	Portage	
39	30	Richland	
39	42	Schoolcraft	
39	43	Vicksburg	
		Other	
39	61	Kalamazoo Col	
39	63	K'zoo Valley Com Col	
39	62	Nazareth Col	
39	70	Western MI Univ	

39 – KALAMAZOO COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
39	15	Fulton	
39	04	Scotts	

40 – KALKASKA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
40	13	Bear Lake	
40	01	Blue Lake	
40	02	Boardman	
40	03	Clearwater	
40	04	Cold Springs	
40	05	Excelsior	
40	06	Garfield	
40	07	Kalkaska	
40	08	Oliver	
40	09	Orange	
40	10	Rapid River	
40	11	Springfield	
		City/Village	
40	39	Kalkaska	
		Unincorporated Area	
40	03	Bear Lake	
40	03	Rapid City	

41 – KENT COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
41	01	Ada	
41	02	Algoma	
41	03	Alpine	
41	04	Bowne	
41	05	Byron	
41	07	Caledonia	
41	06	Cannon	
41	08	Cascade	
41	09	Courtland	
41	10	Gaines	
41	11	Grand Rapids	

41 – KENT COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
41	12	Grattan	
41	13	Lowell	
41	14	Nelson	
41	15	Oakfield	
41	17	Plainfield	
41	18	Solon	
41	19	Sparta	
41	20	Spencer	
41	21	Tyrone	
41	22	Vergennes	
		City/Village	
41	29	Caledonia	
41	30	Casnovia	61/29
41	39	Cedar Springs	
41	66	E. Grand Rapids	
41	95	Grand Rapids	
41	67	Grandville	
41	31	Kent City	
41	68	Kentwood	
41	46	Lowell	
41	40	Rockford	
41	32	Sand Lake	
41	47	Sparta	
41	69	Walker	
41	89	Wyoming	
		Other	
41	61	Aquinas Col	
41	62	Calvin Col	
41	63	Calvin Theological Sem	
41	64	Davenport Col of Bus	
41	65	Grace Bible Col	
41	50	Gr Rapids Bpt Col & Sem	
41	54	Gr Rapids Com Col	
41	51	Jordan College	
41	52	Kendall Col Art & Design	
41	53	Reformed Bible Col	
		Unincorporated Area	
41	04	Alton	
41	17	Belmont	
41	06	Bostwick Lake	
41	05	Byron Center	
41	06	Cannonsburg	
41	17	Comstock Park	

41 – KENT COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
41	10	Cutlerville	
41	10	Dutton	
41	09	Evans	
41	17	North Park	
41	12	Parnell	

42 – KEWEENAW COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
42	01	Allouez	
42	02	Eagle Harbor	
42	03	Grant	
42	04	Houghton	
42	05	Sherman	
		City/Village	
42	29	Ahmeek	
		Unincorporated Area	
42	03	Copper Harbor	
42	04	Eagle River	
42	02	Isle Royal	
42	01	Mohawk	
42	04	Phoenix	

43 – LAKE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
43	01	Chase	
43	02	Cherry Valley	
43	03	Dover	
43	04	Eden	
43	05	Elk	
43	06	Ellsworth	
43	07	Lake	
43	08	Newkirk	
43	09	Peacock	
43	10	Pinora	
43	11	Pleasant Plains	
43	12	Sauble	

43 – LAKE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
43	13	Sweetwater	
43	14	Webber	
43	15	Yates	
		City/Village	
43	29	Baldwin	
43	30	Luther	
		Unincorporated Area	
43	15	Idlewild	
43	04	Irons	

44 – LAPEER COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
44	01	Almont	
44	02	Arcadia	
44	03	Attica	
44	04	Burlington	
44	05	Burnside	
44	06	Deerfield	
44	07	Dryden	
44	08	Elba	
44	09	Goodland	
44	10	Hadley	
44	11	Imlay	
44	12	Lapeer	
44	13	Marathon	
44	14	Mayfield	
44	15	Metamora	
44	16	North Branch	
44	17	Oregon	
44	18	Rich	
		City/Village	
44	39	Almont	
44	41	Brown City	76/39
44	29	Clifford	
44	30	Columbiaville	
44	31	Dryden	
44	40	Imlay City	
44	60	Lapeer	
44	32	Metamora	

44 – LAPEER COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
44	33	North Branch	
44	34	Otter Lake	25/31
		Other	
44	19	Thumb Regional Fac	
		Unincorporated Area	
44	15	Thornville	

45 – LEELANAU COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
45	01	Bingham	
45	02	Centerville	
45	03	Cleveland	
45	04	Elmwood	
45	05	Empire	
45	06	Glen Arbor	
45	07	Kasson	
45	08	Leelanau	
45	09	Leland	
45	10	Solon	
45	11	Suttons Bay	
		City/Village	
45	29	Empire	
45	32	Leland	
45	30	Northport	
45	31	Suttons Bay	
45	66	Traverse City	28/66
		Unincorporated Area	
45	05	Burdickville	
45	10	Cedar	
45	06	Glen Arbor	
45	04	Greilickville	
45	09	Lake Leelanau	
45	07	Maple City	
45	08	Omena	
45	11	Peshawbestown	

46 – LENAWEE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
46	01	Adrian	
46	02	Blissfield	
46	03	Cambridge	
46	04	Clinton	
46	05	Deerfield	
46	06	Dover	
46	07	Fairfield	
46	08	Franklin	
46	09	Hudson	
46	10	Macon	
46	11	Madison	
46	12	Medina	
46	13	Ogden	
46	14	Palmyra	
46	15	Raisin	
46	16	Ridgeway	
46	17	Riga	
46	18	Rollin	
46	19	Rome	
46	20	Seneca	
46	21	Tecumseh	
46	22	Woodstock	
		City/Village	
46	29	Addison	
46	66	Adrian	
46	46	Blissfield	
46	30	Britton	
46	31	Cement City	38/29
46	32	Clayton	
46	39	Clinton	
46	33	Deerfield	
46	47	Hudson	
46	40	Morenci	
46	34	Onsted	
46	60	Tecumseh	
		Other	
46	61	Adrian Col	
46	23	Adrian Temp Fac	
46	24	Gus Harrison Reg Fac	
46	62	Siena Heights Col	
		Unincorporated Area	
46	01	Birdsall	
46	06	Cadmus	

46 – LENAWEE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
46	15	Hollaway	
46	07	Jasper	
46	18	Manitou Beach	
46	18	Rollin	
46	08	Tipton	
46	13	Victorsville	
46	03	Washington Lake	
46	07	Weston	

47 – LIVINGSTON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
47	01	Brighton	
47	02	Cohoctah	
47	03	Conway	
47	04	Deerfield	
47	05	Genoa	
47	06	Green Oak	
47	07	Hamburg	
47	08	Handy	
47	09	Hartland	
47	10	Howell	
47	11	Iosco	
47	12	Marion	
47	13	Osceola	
47	14	Putnam	
47	15	Tyrone	
47	16	Unadilla	
		City/Village	
47	39	Brighton	
47	40	Fowlerville	
47	60	Howell	
47	29	Pinckney	
		Other	
47	17	Camp Brighton	
		Unincorporated Area	
47	16	Gregory	
47	16	Hell	
47	02	Oakgrove	

48 – LUCE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
48	01	Columbus	
48	02	Lakefield	
48	03	McMillan	
48	04	Pentland	
		City/Village	
48	39	Newberry	
		Unincorporated Area	
48	03	Dollarville	
48	01	McMillan	
48	03	Soo Junction	

49 – MACKINAC COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
49	01	Bois Blanc	
49	02	Brevort	
49	03	Clark	
49	04	Garfield	
49	05	Hendricks	
49	06	Hudson	
49	07	Marquette	
49	08	Moran	
49	09	Newton	
49	10	Portage	
49	11	St. Ignace	
		City/Village	
49	29	Mackinac Island	
49	46	St. Ignace	
		Unincorporated Area	
49	02	Allenville	
49	03	Cedarville	
49	10	Curtis	
49	04	Engadine	
49	05	Epoufette	
49	09	Gould City	
49	08	Groscap	
49	03	Hessel	
49	04	Millecoquins	
49	02	Moran	

49 – MACKINAC COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
49	04	Naubinway	
49	06	Rexton	

50 – MACOMB COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
50	01	Armada	
50	02	Bruce	
50	03	Chesterfield	
50	04	Clinton	
50	05	Harrison	
50	13	Lake	
50	06	Lenox	
50	07	Macomb	
50	08	Ray	
50	09	Richmond	
50	11	Shelby	
50	12	Washington	
		City/Village	
50	39	Armada	
50	66	Center Line	
50	80	East Detroit	
50	67	Fraser	
50	46	Grosse Pt Shores	82/47
50	40	Memphis	74/40
50	68	Mt. Clemens	
50	47	New Baltimore	
50	41	New Haven	
50	48	Richmond	74/48
50	49	Romeo	
50	89	Roseville	
50	90	St Clair Shores	
50	91	Sterling Heights	
50	50	Utica	
50	95	Warren	
		Other	
50	30	Macomb Com Col	
50	14	Macomb Reg Corr Fac	
50	35	Metro Beach	
50	38	Stoney Crk Met Prk	63/38

50 – MACOMB COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
50	08	Davis	
50	11	Disco	
50	06	Muttonville	
50	05	Selfridge Field	

51 – MANISTEE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
51	01	Arcadia	
51	02	Bear Lake	
51	03	Brown	
51	04	Cleon	
51	05	Dickson	
51	06	Filer	
51	07	Manistee	
51	08	Maple Grove	
51	09	Marilla	
51	10	Norman	
51	11	Onekama	
51	12	Pleasanton	
51	13	Springdale	
51	14	Stronach	
		City/Village	
51	29	Bear Lake	
51	30	Copemish	
51	31	Eastlake	
51	32	Kaleva	
51	60	Manistee	
51	33	Onekama	
		Other	
51	15	Oaks Facility	
		Unincorporated Area	
51	01	Arcadia	
51	05	Brethern	
51	10	Dublin	
51	04	Harlan	
51	06	Oak Hill	
51	07	Parkdale	
51	10	Wellston	

52 – MARQUETTE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
52	01	Champion	
52	02	Chocolay	
52	03	Ely	
52	04	Ewing	
52	05	Forsyth	
52	06	Humboldt	
52	07	Ishpeming	
52	08	Marquette	
52	09	Michigamme	
52	10	Negaunee	
52	11	Powell	
52	12	Republic	
52	13	Richmond	
52	14	Sands	
52	15	Skandia	
52	16	Tilden	
52	17	Turin	
52	18	Wells	
52	19	West Branch	
		City/Village	
52	60	Ishpeming	
52	66	Marquette	
52	61	Negaunee	
		Other	
52	30	Marquette Airport	
52	20	Marquette Branch Prs	
52	62	Northern MI Univ	
		Unincorporated Area	
52	05	Austin	
52	11	Big Bay	
52	15	Carlshend	
52	03	Diorite	
52	05	Gwinn	
52	02	Harvey	
52	05	Little Lake	
52	09	Michigamme	
52	16	National Mine	
52	05	New Swaney	
52	13	Palmer	
52	05	Princeton	
52	12	Republic	
52	15	Skandia	
52	15	Yalmer	

53 – MASON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
53	01	Amber	
53	02	Branch	
53	03	Custer	
53	04	Eden	
53	05	Freesoil	
53	06	Grant	
53	08	Hamlin	
53	07	Logan	
53	09	Meade	
53	10	Pere Marquette	
53	11	Riverton	
53	12	Sheridan	
53	13	Sherman	
53	14	Summit	
53	15	Victory	
		City/Village	
53	29	Custer	
53	30	Fountain	
53	31	Freesoil	
53	60	Ludington	
53	39	Scottville	
		Other	
53	16	Camp Sauble	
53	61	W Shore Com Col	
		Unincorporated Area	
53	02	Walhalla	

54 – MECOSTA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
54	01	Aetna	
54	02	Austin	
54	03	Big Rapids	
54	04	Chippewa	
54	05	Colfax	
54	06	Deerfield	
54	07	Fork	
54	08	Grant	
54	09	Green	
54	10	Hinton	

54 – MECOSTA COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Township	
54	11	Martiny	
54	12	Mecosta	
54	13	Millbrook	
54	14	Morton	
54	15	Sheridan	
54	16	Wheatland	
		City/Village	
54	29	Barryton	
54	66	Big Rapids	
54	30	Mecosta	
54	31	Morley	
54	32	Stanwood	
		Other	
54	60	Ferris St Univ	
		Unincorporated Area	
54	10	Altona	
54	09	Paris	
54	16	Remus	
54	05	Rodney	

55 – MENOMINEE COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
55	01	Cedarville	
55	02	Daggett	
55	03	Faithorn	
55	04	Gourley	
55	05	Egelston	
55	06	Holmes	
55	07	Ingallston	
55	08	Lake	
55	09	Mellen	
55	10	Menominee	
55	11	Meyer	
55	12	Nadeau	
55	13	Spalding	
55	14	Stephenson	

55 – MENOMINEE COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		City/Village	
55	32	Carney	
55	29	Daggett	
55	66	Menominee	
55	30	Powers	
55	31	Stephenson	
		Unincorporated Area	
55	12	Bagley	
55	12	Carney	
55	01	Cedar River	
55	11	Hermansville	
55	13	Labranche	
55	05	Perronville	
55	13	Spalding	
55	09	Wallace	
55	05	Wilson	

56 – MIDLAND COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
56	01	Edenville	
56	02	Geneva	
56	03	Greendale	
56	04	Homer	
56	05	Hope	
56	06	Ingersoll	
56	07	Jasper	
56	08	Jerome	
56	09	Larkin	
56	10	Lee	
56	11	Lincoln	
56	12	Midland	
56	13	Mills	
56	14	Mt. Haley	
56	15	Porter	
56	16	Warren	
		City/Village	
56	39	Coleman	
56	80	Midland	09/81
56	29	Sanford	

56 – MIDLAND COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Other	
56	61	N'wood Institute	
56	48	Sag Valley St Univ	09/48
			73/48
		Unincorporated Area	
56	02	North Bradley	
56	03	Oil City	

57 – MISSAUKEE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
57	01	Aetna	
57	02	Bloomfield	
57	03	Butterfield	
57	04	Caldwell	
57	05	Clam Union	
57	06	Enterprise	
57	07	Forest	
57	08	Holland	
57	09	Lake	
57	10	Norwich	
57	11	Pioneer	
57	12	Reeder	
57	13	Richland	
57	14	Riverside	
57	15	West Branch	
		City/Village	
57	29	Lake City	
57	30	McBain	
		Unincorporated Area	
57	05	Falmouth	
57	09	Jennings	
57	03	Merritt	

58 – MONROE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
58	01	Ash	
58	02	Bedford	
58	03	Berlin	
58	04	Dundee	
58	05	Erie	
58	06	Exeter	
58	07	Frenchtown	
58	08	Ida	
58	09	LaSalle	
58	10	London	
58	11	Milan	
58	12	Monroe	
58	13	Raisinville	
58	14	Summerfield	
58	15	Whiteford	
		City/Village	
58	39	Carleton	
58	40	Dundee	
58	29	Estral Beach	
58	41	Luna Pier	
58	30	Maybee	
58	46	Milan	81/47
58	66	Monroe	
58	42	Petersburg	
48	43	S Rockwood	
		Other	
58	61	Monroe Co Com Col	
		Unincorporated Area	
58	08	Ida	
58	05	Lakewood	
58	02	Lambertville	
58	03	Newport	
58	03	Oldport	
58	15	Ottawa Lake	
58	06	Scofield	
58	02	Temperance	

59 – MONTCALM COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
59	01	Belvidere	
59	02	Bloomer	
59	03	Bushnell	
59	04	Cato	
59	05	Crystal	
59	06	Day	
59	07	Douglass	
59	08	Eureka	
59	09	Evergreen	
59	10	Fairplain	
59	11	Ferris	
59	12	Home	
59	13	Maple Valley	
59	14	Montcalm	
59	15	Pierson	
59	16	Pine	
59	17	Reynolds	
59	18	Richland	
59	19	Sidney	
59	20	Winfield	
		City/Village	
59	39	Carson City	
59	40	Edmore	
59	60	Greenville	
59	41	Howard City	
59	42	Lakeview	
59	29	McBride	
59	30	Pierson	
59	31	Sheridan	
59	43	Stanton	
		Other	
59	22	Carson City Reg Fac	
59	21	Carson City Temp Fac	
59	61	Montcalm Com Col	
		Unincorporated Area	
59	20	Amble	
59	12	Cedar Lake	
59	13	Coral	
59	05	Crystal	
59	14	Gowan	
59	13	Rock Lake	
59	01	Six Lakes	
59	13	Trufant	

59 – MONTCALM COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Unincorporated Area	
59	18	Vestaburg	

60 – MONTMORENCY COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
60	01	Albert	
60	02	Avery	
60	03	Briley	
60	04	Hillman	
60	05	Loud	
60	06	Montmorency	
60	07	Rust	
60	08	Vienna	
		City/Village	
60	29	Hillman	
		Unincorporated Area	
60	03	Atlanta	
60	01	Lewiston	

61 – MUSKEGON COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
61	01	Blue Lake	
61	02	Casnovia	
61	03	Cedar Creek	
61	04	Dalton	
61	05	Egelston	
61	06	Fruitland	
61	07	Fruitport	
61	08	Holton	
61	09	Laketon	
61	10	Montague	
61	11	Moorland	
61	12	Muskegon	
61	14	Ravenna	
61	15	Sullivan	
61	17	White River	
61	16	Whitehall	

61 – MUSKEGON COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
61	29	Casnovia	41/30
61	39	Fruitport	70/41
61	30	Lakewood Club	
61	40	Montague	
61	80	Muskegon	
61	66	Muskegon Heights	
61	46	N. Muskegon	
61	67	North Shores	
61	41	Ravenna	
61	47	Roosevelt Park	
61	48	Whitehall	
		Other	
61	61	Baker Col of Muskegon	
61	20	Brooks Reg Fac	
61	62	Muskegon Com Col	
61	18	Muskegon Corr Fac	
61	19	Muskegon Temp Fac	
		Unincorporated Area	
61	02	Bailey	
61	04	Twin Lake	
61	05	Wolf Lake	

62 – NEWAYGO COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
62	01	Ashland	
62	02	Barton	
62	03	Beaver	
62	04	Big Prairie	
62	05	Bridgeton	
62	06	Brooks	
62	07	Croton	
62	08	Dayton	
62	09	Denver	
62	10	Ensley	
62	11	Everett	
62	12	Garfield	
62	13	Goodwell	
62	14	Grant	
62	15	Home	
62	16	Lilley	

62 – NEWAYGO COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
62	17	Lincoln	
62	18	Merrill	
62	19	Monroe	
62	20	Norwich	
62	21	Sheridan	
62	22	Sherman	
62	23	Troy	
62	24	Wilcox	
		City/Village	
62	46	Fremont	
62	29	Grant	
62	30	Hesperia	64/29
62	39	Newaygo	
62	40	White Cloud	
		Unincorporated Area	
62	16	Bitely	
62	18	Brohman	
62	19	Woodville	

63 – OAKLAND COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
63	01	Addison	
63	03	Bloomfield	
63	04	Brandon	
63	05	Commerce	
63	07	Groveland	
63	08	Highland	
63	09	Holly	
63	10	Independence	
63	11	Lyon	
63	12	Milford	
63	13	Novi	
63	14	Oakland	
63	15	Orion	
63	16	Oxford	
63	18	Rose	
63	19	Royal Oak	
63	24	Southfield	
63	20	Springfield	
63	21	Waterford	

63 – OAKLAND COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
63	22	W Bloomfield	
63	23	White Lake	
		City/Village	
63	93	Auburn Hills	
63	66	Berkley	
63	67	Beverly Hills	
63	29	Bingham Farms	
63	80	Birmingham	
63	46	Bloomfield Hills	
63	39	Clarkston	
63	68	Clawson	
63	69	Farmington	
63	85	Farmington Hills	
63	81	Ferndale	
63	47	Franklin	
63	70	Hazel Park	
63	48	Holly	
63	60	Huntington Woods	
63	49	Keego Harbor	
63	30	Lake Angelus	
63	50	Lake Orion	
63	51	Lathrup Village	
63	31	Leonard	
63	82	Madison Heights	
63	52	Milford	
63	31	Northville	82/63
63	62	Novi	
63	83	Oak Park	
63	40	Orchard Lake	
63	32	Ortonville	
63	53	Oxford	
63	54	Pleasant Ridge	
63	89	Pontiac	
63	63	Rochester	
63	92	Rochester Hills	
63	90	Royal Oak	
63	55	South Lyon	
63	91	Southfield	
63	41	Sylvan Lake	
63	84	Troy	
63	56	Walled Lake	
63	42	Wixom	
63	57	Wolverine Lake	

63 – OAKLAND COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Other	
63	33	Camp Dearborn	
63	26	Camp Gilman	
63	27	Camp Pontiac	
63	95	Cranbrook Acad of Art	
63	71	Kensington Park	
63	96	Lawrence Tech Univ	
63	97	MI Christian Col	
63	98	Midraska Col Jew Study	
63	25	Oakland Co Com Col	
63	72	Oakland Univ	
63	94	SS Cyril & Meth Sem	
63	75	St. Mary's Col	
63	38	Stoney Crk Met Pk	50/38
63	76	Walsh Col Acc & Bus	
63	77	William Tyndale Col	
63	78	Yeshiva Beth Rab Col	
		Unincorporated Area	
63	17	Auburn Heights	
63	08	Clyde	
63	20	Davisburg	
63	21	Drayton Plains	
63	01	Lakeville	
63	11	New Hudson	
63	05	Union Lake	
63	21	Waterford	

64 – OCEANA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
64	01	Benona	
64	02	Claybanks	
64	03	Colfax	
64	04	Crystal	
64	05	Elbridge	
64	06	Ferry	
64	07	Golden	
64	08	Grant	
64	09	Greenwood	
64	10	Hart	
64	11	Leavitt	
64	12	Newfield	
64	13	Otto	

64 – OCEANA COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
64	14	Pentwater	
64	15	Shelby	
64	16	Weare	
		City/Village	
64	39	Hart	62/30
64	29	Hesperia	
64	30	New Era	
64	31	Pentwater	
64	32	Rothbury	
64	40	Shelby	
64	33	Wakerville	
		Unincorporated Area	
64	04	Crystal Valley	
64	07	Mears	

65 – OGEMAW COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
65	01	Churchill	
65	02	Cumming	
65	03	Edwards	
65	04	Foster	
65	05	Goodar	
65	06	Hill	
65	07	Horton	
65	08	Klacking	
65	09	Logan	
65	10	Mills	
65	11	Ogemaw	
65	12	Richland	
65	13	Rose	
65	14	West Branch	
		City/Village	
65	29	Prescott	
65	30	Rose City	
65	39	West Branch	
		Unincorporated Area	
65	07	Greenwood	
65	13	Lupton	

65 – OGEMAW COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Unincorporated Area	
65	12	Prescott	
65	01	Selkirk	
65	05	South Branch	

66 – ONTONAGON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
66	01	Bergland	
66	02	Bohemia	
66	03	Carp Lake	
66	04	Greenland	
66	05	Haight	
66	06	Interior	
66	07	Matchwood	
66	08	McMillan	
66	09	Ontonagon	
66	10	Rochland	
66	11	Stannard	
		City/Village	
66	39	Ontonagon	
		Unincorporated Area	
66	11	Bryces Crossing	
66	08	Ewen	
66	04	Greenland	
66	04	Mass	
66	01	Merriweather	
66	05	Paulding	
66	11	Paynesville	
66	06	Trout Creek	
66	03	White Pine	

67 – OSCEOLA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
67	01	Burdell	
67	02	Cedar	
67	03	Evart	
67	04	Hartwick	

67 – OSCEOLA COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Township	
67	05	Hersey	
67	06	Highland	
67	07	LeRoy	
67	08	Lincoln	
67	09	Marion	
67	10	Middle Branch	
67	11	Orient	
67	12	Osceola	
67	13	Richmond	
67	14	Rose Lake	
67	15	Sherman	
67	16	Sylvan	
		City/Village	
67	39	Evart	
67	29	Hersey	
67	30	LeRoy	
67	31	Marion	
67	40	Reed City	
67	32	Tustin	
		Unincorporated Area	
67	08	Ashton	
67	04	Avondale	05/15
67	11	Sears	

68 – OSCODA COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
68	01	Big Creek	
68	02	Clinton	
68	03	Comins	
68	04	Elmer	
68	05	Greenwood	
68	06	Mentor	
		Unincorporated Area	
68	03	Fairview	
68	01	Luzerne	
68	06	Mio	

69 – OTSEGO COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
69	01	Bagley	
69	02	Charlton	
69	03	Chester	
69	04	Corwith	
69	05	Dover	
69	06	Elmira	
69	07	Hayes	
69	08	Livingston	
69	09	Otsego Lake	
		City/Village	
69	46	Gaylord	
69	29	Vanderbilt	
		Unincorporated Area	
69	02	Johannesburg	
69	09	Waters	
69	06	Elmira	

70 – OTTAWA COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
70	01	Allendale	
70	02	Blendon	
70	03	Chester	
70	04	Crockery	
70	05	Georgetown	
70	06	Grand Haven	
70	07	Holland	
70	08	Jamestown	
70	09	Olive	
70	10	Park	
70	11	Polkton	
70	12	Port Sheldon	
70	13	Robinson	
70	14	Spring Lake	
70	15	Tallmadge	
70	16	Wright	
70	17	Zeeland	
		City/Village	
70	39	Coopersville	
70	40	Ferrysburg	

70 – OTTAWA COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
70	41	Fruitport	61/39
70	66	Grand Haven	
70	80	Holland	
70	46	Hudsonville	
70	47	Spring Lake	
70	48	Zeeland	
		Other	
70	60	Grand Val St Univ	
70	29	Hope College	
70	61	Wstrn Theol Sem	
		Unincorporated Area	
70	03	Conklin	
70	11	Dennison	
70	05	Jenison	
70	15	Lamont	
70	16	Marne	
70	04	Nunica	
70	09	West Olive	

71 – PRESQUE ISLE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
71	01	Allis	
71	02	Bearinger	
71	03	Balknap	
71	04	Bismarck	
71	05	Case	
71	06	Krakow	
71	07	Metz	
71	08	Moltke	
71	09	North Allis	
71	10	Ocqueoc	
71	11	Posen	
71	12	Presque Isle	
71	13	Pulawski	
71	14	Rogers	
		City/Village	
71	29	Millersburg	
71	39	Onaway	
71	30	Posen	

71 – PRESQUE ISLE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
71	46	Rogers City	
		Unincorporated Area	
71	04	Hawks	

72 – ROSCOMMON COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
72	01	Au Sable	
72	02	Backus	
72	03	Denton	
72	04	Gerrish	
72	05	Higgins	
72	06	Lake	
72	07	Lyon	
72	08	Markey	
72	09	Nester	
72	10	Richfield	
72	11	Roscommon	
		City/Village	
72	29	Roscommon	
		Other	
72	61	Kirtland Com Col	
		Unincorporated Area	
72	11	Houghton Lake	
72	03	Prudenville	
72	10	St. Helen	
72	11	The Heights	

73 – SAGINAW COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
73	01	Albee	
73	02	Birch Run	
73	03	Blumfield	
73	04	Brady	
73	05	Brant	

73 – SAGINAW COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Township	
73	06	Bridgeport	
73	07	Buena Vista	
73	08	Carrollton	
73	09	Capin	
73	10	Chesaning	
73	11	Frankenmuth	
73	12	Fremont	
73	13	James	
73	14	Jonesfield	
73	15	Kochville	
73	16	Lakefield	
73	17	Maple Grove	
73	18	Marion	
73	19	Richland	
73	20	Saginaw	
73	21	St. Charles	
73	23	Swan Creek	
73	24	Taymouth	
73	25	Tittabawassee	
73	27	Zilwaukee	
		City/Village	
73	29	Birch Run	
73	46	Chesaning	
73	47	Frankenmuth	
73	30	Merrill	
73	31	Oakley	
73	89	Saginaw	
73	39	St. Charles	
73	40	Zilwaukee	
		Other	
73	61	Grt Lkes Jr Col Bus	
73	48	Sag Valley St Univ	09/48
			06/48
73	32	Tri-City Airport	
		Unincorporated Area	
73	24	Burt	
73	25	Freeland	
73	19	Hemlock	
73	03	Reese	
73	26	Shields	

74 – ST. CLAIR COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
74	01	Berlin	
74	02	Brockway	
74	03	Burtchville	
74	04	Casco	
74	05	China	
74	06	Clay	
74	07	Clyde	
74	08	Columbus	
74	09	Cottrellville	
74	10	East China	
74	11	Emmett	
74	12	Fort Gratiot	
74	13	Greenwood	
74	15	Ira	
74	16	Kenockee	
74	17	Kimball	
74	18	Lynn	
74	19	Mussey	
74	20	Port Huron	
74	21	Riley	
74	22	St. Clair	
74	23	Wales	
		City/Village	
74	46	Algonac	
74	39	Capac	
74	29	Emmett	
74	47	Marine City	
74	60	Marysville	
74	40	Memphis	50/40
74	80	Port Huron	
74	48	Richmond	50/48
74	49	St. Clair	
74	41	Yale	
		Other	
74	61	St. Clair Co Com Col	
		Unincorporated Area	
74	16	Abbottsford	
74	04	Adair	
74	01	Allenton	
74	15	Anchorville	
74	01	Berville	
74	13	Blaine	
74	15	Fair Haven	

74 – ST. CLAIR COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Unincorporated Area	
74	12	Gardendale	
74	23	Goodells	
74	13	Jeddo	
74	03	Lakeport	
74	04	Peters	
74	22	Rattlerun	
74	21	Riley Center	
74	17	Smith Creek	
74	20	South Park	
74	17	Wakhams	

75 – ST. JOSEPH COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
75	01	Burr Oak	
75	02	Colon	
75	03	Constantine	
75	04	Fabius	
75	05	Fawn River	
75	06	Florence	
75	07	Flowerfield	
75	08	Leondias	
75	09	Lockport	
75	10	Mendon	
75	11	Mottville	
75	12	Nottawa	
75	13	Park	
75	14	Sherman	
75	15	Sturgis	
75	16	White Pigeon	
		City/Village	
75	29	Burr Oak	
75	39	Centreville	
75	40	Colon	
75	41	Constantine	
75	30	Mendon	
75	60	Sturgis	
75	61	Three Rivers	
75	42	White Pigeon	
		Other	
75	62	Glen Oaks Com Col	

75 – ST. JOSEPH COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Unincorporated Area	
75	01	Findlay	
75	13	Moorepark	
75	11	Mottville	
75	13	Parkville	

76 – SANILAC COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
76	01	Argyle	
76	02	Austin	
76	03	Bridgehampton	
76	04	Buel	
76	05	Custer	
76	06	Delaware	
76	07	Elk	
76	08	Elmer	
76	09	Evergreen	
76	10	Flynn	
76	11	Forester	
76	12	Fremont	
76	13	Greenleaf	
76	14	Lamotte	
76	15	Lexington	
76	16	Maple Valley	
76	17	Marion	
76	18	Marlette	
76	19	Minden	
76	20	Moore	
76	21	Sanilac	
76	22	Speaker	
76	23	Washington	
76	24	Watertown	
76	25	Wheatland	
76	26	Worth	
		City/Village	
76	29	Applegate	
76	39	Brown City	44/41
76	30	Carsonville	
76	40	Croswell	
76	31	Deckerville	
76	32	Forestville	
76	33	Lexington	

76 – SANILAC COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
76	41	Marlette	
76	34	Melvin	
76	35	Minden City	
76	36	Peck	
76	37	Port Sanilac	
76	42	Sandusky	
		Unincorporated Area	
76	14	Decker	
76	14	Hemans	
76	08	Juhl	
76	07	Laurel	
76	15	Lexington Heights	
76	09	Shabbona	
76	20	Snover	
76	16	Valley Center	

77 – SCHOOLCRAFT COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
77	01	Doyle	
77	02	Germfask	
77	03	Hiawatha	
77	04	Inwood	
77	05	Manistique	
77	06	Mueller	
77	07	Seney	
77	08	Thompson	
		City/Village	
77	46	Manistique	
		Other	
77	09	Camp Manistique	
		Unincorporated Area	
77	06	Blaney	
77	04	Cooks	
77	03	Cusino	
77	01	Gulliver	
77	04	Steuben	

78 – SHIAWASSEE COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
78	01	Antrim	
78	02	Bennington	
78	03	Burns	
78	04	Caledonia	
78	05	Fairfield	
78	06	Hazelton	
78	07	Middlebury	
78	08	New Haven	
78	09	Owosso	
78	10	Perry	
78	11	Rush	
78	12	Sciota	
78	13	Shiawassee	
78	14	Venice	
78	15	Vernon	
78	16	Woodhull	
		City/Village	
78	29	Bancroft	
78	30	Byron	
78	46	Corunna	
78	47	Durand	
78	39	Laingsburg	
78	34	Lennon	25/34
78	31	Morrice	
78	32	New Lothrop	
78	41	Ovid	19/41
78	66	Owosso	
78	40	Perry	
78	33	Vernon	
		Other	
78	61	Baker Col of Owosso	
		Unincorporated Area	
78	16	Shaftsburg	

79 – TUSCOLA COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
79	01	Akron	
79	02	Almer	
79	03	Arbela	

79 – TUSCOLA COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Township	
79	04	Columbia	
79	05	Dayton	
79	06	Denmark	
79	07	Elkland	
79	08	Ellington	
79	09	Elmwood	
79	10	Fairgrove	
79	11	Fremont	
79	12	Gilford	
79	13	Indianfields	
79	14	Juniata	
79	15	Kingston	
79	16	Koylton	
79	17	Millington	
79	18	Novesta	
79	19	Tuscola	
79	20	Vassar	
79	21	Watertown	
79	22	Wells	
79	23	Wisner	
		City/Village	
79	29	Akron	
79	46	Caro	
79	39	Cass City	
79	30	Fairgrove	
79	31	Gagetown	
79	32	Kingston	
79	33	Mayville	
79	40	Millington	
79	41	Reese	
79	34	Unionville	
79	47	Vassar	
		Other	
79	24	Camp Tuscola	
		Unincorporated Area	
79	04	Ashmore	
79	10	Bradleyville	
79	18	Deford	
79	21	Fostoria	
79	23	Quanicassee	
79	06	Richville	
79	05	Silverwood	
79	13	Wahjamega	

CO	TWP	CITY NAME	OTHER VENUE
		Unincorporated Area	
79	14	Watrousville	

80 – VAN BUREN COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
80	01	Almena	
80	02	Antwerp	
80	03	Arlington	
80	04	Bangor	
80	05	Bloomindale	
80	06	Columbia	
80	07	Covert	
80	08	Decatur	
80	09	Geneva	
80	10	Hamilton	
80	11	Hartford	
80	12	Keeler	
80	13	Lawrence	
80	14	Paw Paw	
80	15	Pine Grove	
80	16	Porter	
80	17	South Haven	
80	18	Waverly	
		City/Village	
80	39	Bangor	
80	29	Bloomingdale	
80	30	Breedsville	
80	40	Decatur	
80	31	Gobles	
80	46	Hartford	
80	32	Lawrence	
80	41	Lawton	
80	42	Mattawan	
80	47	Paw Paw	
80	60	South Haven	03/60
		Unincorporated Area	
80	18	Glendale	
80	06	Grand Junction	
80	15	Kendall	
80	09	Lacota	
80	04	McDonald	

80 – VAN BUREN COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Unincorporated Area	
80	12	Sister Lakes	

81 – WASHTENAW COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
81	01	Ann Arbor	
81	02	Augusta	
81	03	Bridgewater	
81	04	Dexter	
81	05	Freedom	
81	06	Lima	
81	07	Lodi	
81	08	Lyndon	
81	09	Manchester	
81	10	Northfield	
81	11	Pittsfield	
81	12	Salem	
81	13	Saline	
81	14	Scio	
81	15	Sharon	
81	16	Superior	
81	17	Sylvan	
81	18	Webster	
81	19	York	
81	20	Ypsilanti	
		City/Village	
81	89	Ann Arbor	
81	29	Barton Hills	
81	46	Chelsea	
81	39	Dexter	
81	41	Manchester	
81	47	Milan	58/46
81	48	Saline	
81	80	Ypsilanti	
		Other	
81	23	Cassidy Lake Tech	
81	61	Cleary College	
81	62	Concordia College	
81	66	Eastern MI Univ	
81	40	Hudson Mills Park	
81	21	Huron Val Men Fac	

81 – WASHTENAW COUNTY – Cont.

CO	TWP	CITY NAME	OTHER VENUE
		Other	
81	22	Huron Val Women Fac	
81	82	U of M Ann Arbor	
81	63	Washtenaw Com Col	
		Unincorporated Area	
81	08	Cassidy Lake	
81	19	Mooreville	
81	10	Whitmore Lake	
81	02	Willis	
81	20	Willow Run	

82 – WAYNE COUNTY

CO	TWP	CITY NAME	OTHER VENUE
		Township	
82	01	Brownstown	
82	02	Canton	
82	04	Grosse Ile	
82	05	Grosse Pointe	
82	06	Huron	
82	08	Northville	
82	09	Plymouth	
82	10	Redford	
82	12	Sumpter	
82	14	Van Buren	
		City/Village	
82	80	Allen Park	
82	39	Belleville	
82	95	Dearborn	
82	89	Dearborn Heights	
82	99	Detroit	
82	66	Ecorse	
82	60	Flat Rock	
82	81	Garden City	
82	46	Gibralter	
82	61	Grosse Pt	
82	67	Grosse Pt Farms	
82	68	Grosse Pt Park	
82	69	Grosse Pt Woods	
82	47	Grosse Pt Shores	50/46
82	82	Hamtramck	
82	70	Harper Woods	
82	83	Highland Park	

82 – WAYNE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		City/Village	
82	84	Inkster	
82	90	Lincoln Park	
82	96	Livonia	
82	71	Melvindale	
82	63	Northville	63/61
82	73	Plymouth	
82	73	River Rouge	
82	74	Riverview	
82	48	Rockwood	
82	75	Romulus	
82	85	Southgate	
82	91	Taylor	
82	76	Trenton	
82	77	Wayne	
82	92	Westland	
82	49	Wood Haven	
82	86	Wyandotte	
		Other	
82	20	Cen Creative Stud Col	
82	21	Cen for Human Stud	
82	22	Central Bible Col	
82	23	D'Etre Univ	
82	24	Dept Bapt Theol Sem	
82	25	Detroit Col of Business	
82	26	Detroit Col of Law	
82	87	Detroit Metro Airport	
82	27	Ecumenical Theol Cen	
82	34	Henry Ford Com Col	
82	35	Highland Pk Com Col	
82	28	Lewis Col of Business	
82	62	Lower Huron Park	
82	29	Madonna College	
82	30	Marygrove College	
82	31	Mercy Col of Detroit	
82	19	Mound Reg Corr Fac	
82	15	Phoenix Corr Fac	
82	18	Ryan Regional Fac	
82	32	Sac Heart Major Sem	
82	36	Schoolcraft Col	
82	16	Scott Corr Fac	
82	33	Univ of Detroit	
82	64	U of M Dearborn	
82	37	Wayne Co Com Col	
82	88	Wayne State Univ	

82 – WAYNE COUNTY – Cont.

CO	CITY TWP	NAME	OTHER VENUE
		Other	
82	17	W Wayne Corr Fac	
		Unincorporated Area	
82	14	Denton	
82	04	Grosse Ile	
82	06	New Boston	
82	06	Waltz	
82	06	Willow	

83 – WEXFORD COUNTY

CO	CITY TWP	NAME	OTHER VENUE
		Township	
83	01	Antioch	
83	02	Boon	
83	03	Cedar Creek	
83	04	Cherry Grove	
83	05	Clam Lake	
83	06	Colfax	
83	07	Greenwood	
83	09	Hanover	
83	08	Haring	
83	10	Henderson	
83	11	Liberty	
83	12	Selma	
83	13	Slagle	
83	14	South Branch	
83	15	Springville	
83	16	Wexford	
		City/Village	
83	29	Buckley	
83	60	Cadillac	
83	30	Harrietta	
83	39	Manton	
83	31	Mesick	
		Unincorporated Area	
83	14	Hoxeyville	
83	01	Sherman	
83	15	Yuma	

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION VIII

GLOSSARY

Acting in Concert – The offenders must actually commit or assist in the commission of the crime(s). All of the offenders must be aware of and consent to the commission of the crime(s); or, even if nonconsenting, their actions assist in the commission of the offense(s).

Automatic Weapon – Any firearm which shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading.

Base Date – January 1 of the first year of the two years of data retained on the on-line MICR database.

Bias – A preformed negative opinion or attitude toward a group of persons based on their race, religion, ethnicity/national origin, or sexual orientation.

Bias Crime – A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, religion, ethnic/national origin group, or sexual orientation group. Also know as "Hate Crime."

Bisexual – [adjective] Of or relating to persons who experience sexual attraction toward, and responsiveness to, both males and females; [noun] a bisexual person.

Clearance – An arrest has been made or the incident has been cleared by exceptional means. The clearance of one offense in multiple offense incidents will clear the entire incident.

Concept of Time and Place – If more than one crime was committed by the same person or group of persons and the time and space intervals separating them were insignificant, all of the crimes make up a single incident.

Conditional Mandatory Data Element – Data elements which apply only to specific types of offenses, situations, or circumstances.

Continuing Criminal Activity – Incidents comprised of offenses committed by the same offender(s) at different times and places, as long as the activity is deemed to constitute a single criminal transaction.

Data Element – A unique piece of information that can be entered into the MICR report. Data Elements are grouped by like information within the six (6) MICR Record Types.

Date Range – Measured from the current date back to January first of the previous year. For example, if today's date is August 13, 2003, the date range for MICR database will be between January 1, 2002 and August 13, 2003.

Ethnicity/National Origin Bias – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics, etc.).

Fair Market Value – The price in cash, or its equivalent, for which the property can be sold on the market.

Field Edits – Edits which verify the accuracy of the codes submitted for a single data element.

Gay – [adjective] Of or relating to males who experience a sexual attraction toward, and responsiveness to, other males; [noun] a homosexual male.

Gender Bias – A preformed negative opinion or attitude toward a group of persons of the same biological category.

Global Edits – Edits which verify the accuracy of the incident as a whole and checks data element relationships between records in the incident.

Gross Negligence – The intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another.

Group A Offenses – Offenses identified by the National Incident Based Reporting System (NIBRS) which will be used as the indicators of the dimensions and trends in crime on a national scale.

Group B Offenses – Offenses which will not be used to measure crime on a national scale.

Hate Crime – See Bias Crime

Hate Group – An organization whose primary purpose is to promote animosity, hostility, and malice against persons belonging to a racial, religious, ethnic/national origin, or sexual orientation group which suffers from that of the members of the organization (e.g., the Ku Klux Klan, American Nazi Party, etc.).

Heterosexual – [adjective] Of or relating to persons who experience a sexual attraction toward, and responsiveness to, members of the opposite sex; [noun] a heterosexual person.

Hispanic – A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Homosexual – [adjective] Of or relating to persons who experience a sexual attraction toward, and responsiveness to, members of their own sex; [noun] a homosexual person.

Hotel Rule – If a number of dwelling units or rental storage facilities under a single manager are burglarized and the offenses are most likely to be reported to the police by the manager rather than individual tenants, the burglary should be scored as one offense.

IACP – International Association of Chiefs of Police

Implied Edits – Edits which are logically inferred between dependent data elements.

Incident – One or more offenses committed by the same person or group of persons acting in concert, at the same time and place. An incident is comprised of different records; administrative, offense, offender, victim, arrest, and/or property.

Intangible – Anything which cannot be perceived by the sense of touch. It can be a benefit, e.g., a loss of reputation, injured feelings, etc.

IRS – Incident Reporting System

Juvenile – An individual person whose age is less than seventeen (17).

LEMS – Law Enforcement Management System

Legal Residence – The permanent fixed place of abode which a person intends to be his residence and to which he intends to return despite temporary residences elsewhere or despite temporary absences.

LEIN – Law Enforcement Information Network

Lesbian – [adjective] Of or relating to females who experience a sexual attraction toward, and responsiveness to, other females; [noun] a homosexual female.

Lesser Included Offense – An offense that is an element of another offense and should not be reported as having happened to the victim along with the other offense (FBI/UCR definition).

Loss of Consciousness – An injury which must be the direct result of force inflicted on the victim by the offender.

MACP – Michigan Association of Chiefs of Police

Malice – The intentional doing of a wrongful act without just cause or excuse, with an intent to inflict injury or under circumstances that the law will imply an evil intent.

Mandatory Data Element – Data element must have a substantively valid code present. For example, ORI, Incident Number, and Original Year are elements which must be present to link incidents and supplemental information together.

MICR – Michigan Incident Crime Reporting

MSA – Michigan Sheriffs Association

Mutually Exclusive Offenses – Offenses that cannot occur to the same victim within the same incident (FBI/UCR definition).

National Incident-Based Reporting System (NIBRS) – The new unit-record reporting system which is being implemented to replace the traditional UCR Summary Reporting System (SRS). NIBRS provides for expanded collection and reporting of offenses, arrests, and their circumstances.

Negligence – The omission to do something which a reasonable man, guided by those ordinary considerations which ordinarily regulate human affairs, would do, or the doing of something which a reasonable and prudent man would not do.

NIBRS – National Incident-Based Reporting System

NSA – National Sheriffs Association

Racial Bias – A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes and/or hair, facial features, etc.)

genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g. Asians, blacks, whites, etc.).

Record Type – A grouping of like Data Elements. The 6 MICR Record Types include Administrative, Offense, Offender, Victim, Arrest and Property Records.

Religious Bias – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists, etc.).

Resident – A person who maintains his/her permanent home for legal purposes in the locality where the crime took place.

Same Time and Place – The time interval between the offenses and the distance between the locations where they occurred were insignificant. Normally, the offenses must have occurred during an unbroken time duration and at the same or adjoining location(s).

Serious Criminal Offense – A felony or high misdemeanor.

Severe Laceration – Injury which should receive medical attention.

Sexual Orientation Bias – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals, etc.).

Start Date – The date an agency begins submitting MICR data. Agencies will be required to begin submitting MICR data on the 1st of the month, not in the middle.

Summary Reporting System (SRS) – The traditional aggregate system which has been used nationally since 1930 to collect UCR data.

Transaction Screen/Format – The screens/formats used to submit MICR data.

UCR – Uniform Crime Reporting

Vehicular Manslaughter – Any death resulting from the negligent operation of a motor vehicle except where the motor vehicle was utilized as a weapon.

Window Updates – Updates of exceptional clearance, arrests, and/or recovered property for incidents that occurred prior to the agency submitting MICR data or prior to the base date of the on-line MICR database.

Relaxed MICR Edits

As promised at the vendor meeting held at Michigan State Police, Criminal Justice Information Center in February of 1999, we have been reviewing MICR edits. We have made several changes that are now in place on our production database.

There are 12 MICR file classes that require a victim record with victim type = "S" (society). These file classes are 35001, 35002, 37000, 39001, 39002, 39003, 39004, 40001, 40002, 52001, 52002, and 52003. If a victim record is not submitted with Victim Type = "S" (society), a victim record will be created for you.

When Drug Type Measurement = XX (not reported) is entered, Estimated Drug Quantity = 1000, must also be entered. If the Estimated Drug Quantity of 1000 is not submitted, we will enter it for you.

If an arrest record is submitted, an offender record is mandatory for certain file classes. If an arrest record is submitted without a corresponding offender record for the following file classes, one will be created for you. 21000, 23001, 23002, 23003, 23004, 23005, 23006, 23007, 24001, 24002, 24003, 25000, 26001, 26002, 26003, 26004, 26005, 27000, 28000, 30001, 30002, 30003, 35001, 35002, 37000, 39001, 29002, 39003, 39004, 40001, 40002, 51000, 52001, 52002 and 52003. If an arrest record is submitted for the following file classes without an offender record and the Victim Type is not "I" (individual) or "P" (police officer), an offender record will be created for you. 12000, 20000, 22001, 22002, 29000 and 38001.

A property record is required on all property crimes even if the offense was only attempted, not completed. If a property record is not submitted for the following file classes and Offense Attempted Completed = "A" (attempted), we will create a zero property record with Item Number – "000" and Property Loss Type = "0". 1001, 10002, 12000, 20000, 21000, 22001, 22002, 23001, 23002, 23003, 23004, 23005, 23006, 23007, 24001, 24002, 24003, 25000, 26001, 26002, 26003, 26004, 26005, 27000, 28000, 29000, 30001, 30002, 30003, 35002, 39001, 39002, 39003, 39004 and 51000.

For file class 35001, Violation of Controlled Substance, a Suspected Drug Type is required even if no drugs were seized. Item number will = "000" and property loss type will = "0". If the Suspected Drug Type is not entered, we will enter "99" (unknown).

Damaged property is often reported as part of a burglary offense. If a separate file class of 29000 is not submitted the incident errors. If a property record with Property Loss Type = "4" (Destroyed/Damaged/Vandalized) is entered and file class 22001 is present and marked as completed, but file class 29000 is not entered, we will add file class 29000. We will complete Location Site, Offense Attempted Completed, Offender Suspected of Using, and Suspected Bias Motivation the same as reported on the 22001 offense. We will also add 29000 to the Victim Connected File Class.

In the past, if the file class 35001 (Violation of Controlled Substance) was submitted and no drugs were seized. MICR would not allow you to report other seized property. This has been changed to allow for the seizure of other property.